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ABSTRACT

A project assessed the vocational curriculum resources available to teachers in Connecticut and determined whether these resources met needs of vocational educators. The project was designed as a series of 48 in-depth, on-site interviews at regional vocational-technical schools, educational resource centers, secondary schools, the State Department of Education, cooperating library service units, and regional vocational agricultural centers. Purpose of the interviews was to research goals, objectives, funding sources, materials, services, and equipment available and existing problems. It was determined that few resources exist exclusively to service needs of vocational educators, existing resource centers need to be expanded or new centers must be developed to meet educator needs, use of instructional technological equipment should be expanded, a networking or sharing system of resources should be developed, and user fees could expand the funding base. Two major concerns of all facilities were funding and collaboration. Appendixes, amounting to approximately three-fourths of the report, include (1) site visit summaries; (2) directory of resource centers that provides this information: name, address, hours, phone, contact person, general description, curriculum areas, materials and services, population served, loan policies, and fees; (3) questionnaires; and (4) completed information sheets. (YLB)

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VOCATIONAL CURRICULUM RESOURCE ASSESSMENT

FINAL REPORT

PREPARED BY

CENTER FOR SECONDARY SCHOOL WORK EXPERIENCE EDUCATION

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PREPARED FOR

CONNECTICUT STATE DEPARTMENT OF EDUCATION

DIVISION OF VOCATIONAL AND ADULT EDUCATION

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TABLE OF CONTENTS

PREFACE.....II

ACKNOWLEDGEMENTS.....III

ABSTRACT.....1

INTRODUCTION.....3

Statement of Problem.....3

Rationale.....5

Objectives.....6

PROJECT DESIGN.....7

Procedures and Activities.....7

Project Staff Functions.....7

Technical Assistance.....8

Techniques and Methods.....8

Sampling.....10

Schedules and Timelines.....10

Surveys.....11

Reports, Dissemination, and Publicity.....11

SUMMARY.....12

Findings, Results, and Analysis.....12

Unanticipated Problems.....18

Self-Evaluation.....18

Recommendations and Conclusions.....19

BIBLIOGRAPHY.....22

APPENDICES.....

Site Visit Summaries.....A

Directories.....B

Questionnaires.....C

Information Sheets.....D

PREFACE

This project was funded by the Connecticut State Department of Education, Division of Vocational and Adult Education and supervised by the Bureau of Vocational Program Planning and Development under P.L. 94-482.

The Activity which is the subject of this report was supported in whole or in part by the State Department of Education. However, the opinions expressed herein do not necessarily reflect the position or policy of the State Department of Education and no offical endorsement by that department should be inferred.

ACKNOWLEDGEMENTS

As Project Director, I gratefully acknowledge the support, direction, and assistance of Dr. Valerie Pichanick, Consultant, Bureau of Vocational Planning and Developement. My gratitude to Associate Commissioner Angelo Tedesco and Erroll Terrell, who provided the State Department of Education endorsements, which assisted greatly in developing and conducting the study. Consultants in the Department of Education, Division of Vocational - Technical Schools, Betty Billman and Joan Briggaman provided immeasureable insights, consultations, assistance, and support. I am also deeply grateful to Charles White who assisted me in conducting some on-site interviews.

Karen Kelley as Research Assistant and Candace Pierce as Editor, provided me with the freedom to accomplish all the site visits and complete the research study. To them, I am deeply indebted.

ABSTRACT

This project was designed to assess the vocational curriculum resources existing in the State of Connecticut for vocational educators. As an outcome of this assessment, models and techniques have been recommended to improve and expand these resources and are stated in this report. To assist vocational educators in locating curriculum resources, a directory of resource centers across the state has been developed and appended to this report. This will be distributed to vocational educators across the state.

The study was conducted through a series of indepth interviews, in all six education regions in the state, at a wide variety of facilities including secondary schools, vocational-technical schools, resource centers, regional education service centers, cooperating library service units, colleges, universities, and regional vocational agricultural centers. From the indepth interviews, it was possible to determine the following:

- Very few resources exist exclusively to serve curriculum and inservice needs of vocational educators in Connecticut.
- Existing resource centers need to be expanded or new centers must be developed, to meet vocational educators needs.
- Use of instructional technological equipment, such as cable television, electronic blackboards, and videotaping should be expanded.
- Efforts should be made to develop and/or expand a networking or sharing system of resources, through computerization and other techniques such as a state wide clearing house.
- A scheme for implementing user fees to expand the funding base should be developed.

Finally, all the facilities visited had two major concerns: funding, and collaboration with other facilities. The facilities welcomed the idea of expansion, only if funding were more available. They also expressed concern about collaborating with others to create more organized services and better access to

curriculum. Therefore, it was discovered that these areas need major attention. Creating an organized networking system will assist the facilities in acquiring more information, thus, offering a much larger supply of materials to their members.

This research project assesses the area of vocational education resources available in Connecticut. It further determines whether those resources meet the needs of vocational educators. Through this indepth research, models have been recommended to aid in creating a more effective system which would better serve the curriculum needs of vocational educators.

The study activities consisted of selected site visits to existing curriculum resource centers currently available. From these site visits, items will be developed including: a final report, containing recommendations; a catalogue of existing facilities with available vocational curriculum resources (Appendix B); and an appendix, consisting of a description of each site visited (Appendix A).

Statement of Problem

A variety of vocational curriculum resource centers exist within the State of Connecticut. Most have catalogued and published descriptive listings of their materials and resources, which are distributed locally or to the user districts and communities. One such example is the Media Catalogue of the Business and Marketing Resource Center in Stratford. Another is the resource directory, Yellow Pages of Selected Educational Resource Centers in Connecticut, published by the Connecticut State Department of Education, which lists and briefly describes the curriculum resource centers across the state.

A number of facilities in Connecticut house vocational education resource materials, each with a different focus in vocational curriculum and geographical areas. Unfortunately, accessibility to all the vocational curriculum materials by all Connecticut vocational educators is limited. Difficulties with dissemination and circulation of materials are also two related problems (Appendix A).

Vocational educators have difficulty accessing materials once they have been located, since not all the materials in all the centers are available to every

vocational educator in Connecticut. Even if the materials are available, often there is a waiting list or the distribution is slow. The Regional Education Service Centers operating policies vividly illustrate some of the above situations.

Adding to the problems already cited, there are vocational disciplines in which little or no materials are available. For instance, materials exist at the Special Education Resource Center in Hartford (S.E.R.C.) and at the Cooperative Special Services Center in East Granby; however, those materials are not in specific vocational areas, but in general Career Education-Special Education. According to David Gifford, Consultant, Program Development in Vocational Programs for the Handicapped and Disadvantaged, indicated that there are only a limited amount of materials and resources available for the handicapped and disadvantaged.

A need was identified by tne Connecticut Department of Education to assess tne vocational curriculum resources and catalogue materials that currently exist. Additionally, it was felt that research was needed to review the services of the existing vocational curriculum resource centers and recommend some models which have the potential for improving the curriculum resource delivery system in Connecticut.

The targeted groups of this project were vocational educators, instructional media persons, resource center personnel, state department of education consultants, and professional education associations. They have been the groups identified as having the greatest need and would benefit the most from this research project.

Vocational education efforts are performed statewide, with offerings in all vocational areas across the entire state. However, some of the specific vocational curriculum service centers and the media centers are viewed by teachers as being inaccessible. This was noted by Jacques and Haller in their study of teacher

centers and often cited by the comprehensive high school faculty and administrators (Hartford and New Haven) as factors limited teacher access. Even if the centers were viewed as accessible, the number of copies available for each document is generally limited.

This project addresses the issues of accessibility and recommends models with potential for servicing the entire vocation education community in Connecticut.

Rationale

The findings from the Teacher Center Feasibility Study by Jacques and Haller, suggested the rationale for this project. This research found that:

- Few vocational educators are being serviced through existing teacher centers.
- Very few centers have made an effort to service vocational educators.
- They discovered 1,600 vocational educators who felt they would benefit from utilizing such a center.

The Connecticut Master Plan in Vocational and Career Education (1979), specifically called for vocational and career education that relies and builds upon existing resources. One of the first tasks in a charge of that nature is to identify the resources that do in fact exist. At the same time, and lending further support to this study, Media In Vocational-Technical Schools was approved by the State Board of Education (April, 1979) and stated that there was a need to review the libraries in the vocational-technical schools. Associate Commissioner Angleo Tedesco appointed a committee of library media specialists to review the state of the library media services in the vocational-technical schools. The committee found that there was a lack of funding for libraries, inadequate facilities, obsolete equipment, unflexible scheduling, difficulty in interschool exchanges, and no means of sharing resources with the local education agencies. Media in the Vocational-Technical Schools (1979) provided for the establishment of resource centers in the vocational schools. After completing this feasibility study, Jacques and Haller found that a large number of resource centers exist across

that state and they illustrated the need for a study to assess their effectiveness with vocational educators.

Scott in the Network for Curriculum Coordination in Vocational and Technical Education (Wineer, 1980), pointed out that vocational curriculum priorities for the next decade will be management, development, educational technology, diffusion, and research. Therefore, this project has been designed to research the status of those variables in the State of Connecticut; and recommend changes and models that will assist in updating and improving the accessibility of services and curriculum resources available to vocational educators in Connecticut.

Objectives

The objectives of this project were:

1. To conduct a review of the vocational education curriculum resources currently available in Connecticut.
2. To determine if those resources are meeting the needs of the vocational educators in Connecticut.
3. To recommend the means which will best serve the curriculum needs of vocational educators in Connecticut.
4. To produce a catalogue of curriculum resources currently available in Connecticut.

PROJECT DESIGN

Procedures and Activities

This research project was designed as a series of indepth interviews conducted across a wide range of sites including Connecticut's Cooperative Library Service Centers, media centers, secondary schools, vocational-technical schools, regional vocational-technical agricultural centers, the Department of Education, and university and college centers. The purpose of conducting these on-site interviews was to research the goals, objectives, funding sources, materials, services, and equipment available at the centers and the problems that existed.

When visiting resource libraries or curriculum centers, which contained resource materials available to vocational educators (i.e instructional materials, etc,), information on the centers was collected using a format that was developed to create a directory of these centers. The directory has been appended to this project and will be distributed to vocational educators in Connecticut, (Appendix B).

Both the indepth interview schedules and the outlines for gathering directory information, are contained in Appendix C. Attached is a copy of a special questionnaire, designed and administered to the State Department of Education Consultants (Appendix C). This quest was viewed as a tool to research vocational curriculum resources and services existing in their particular program.

Project Staff Function

The project staff consisted of a project director, who was responsible for designing the study, developing the instruments, conducting the research and on-site interviews, developing the directory, writing the final project, and project administration. The assistant project director assisted in all of those functions, and designed a management plan. An editor reviewed all the interviews, final report, and the directory. Finally, state consultants assisted with critiquing the questionnaries and made suggestions for project implementation. One vocational

One vocational library media consultant assisted in on-site interview.

Technical Assistance

As mentioned previously, technical assistance was provided by the Department of Education in Connecticut. The Bureau of Program Planning and Development, Consultants in the Division of Vocational-Technical Schools, the Bureaus of Vocational Services and the Library Media Consultants all assisted in the design and implementation of the project by providing suggestions, recommendations, and reviewing study plans and questionnaires that were designed.

Techniques and Methods

Before addressing the methodology, it was necessary to define "vocational curriculum resources": (1) Print and non-print materials contributing to and assisting with the vocational instruction in secondary vocational settings. (2) Other services which support and improve vocational education instruction such as consulting, program development, assessment, and evaluation.

Once we defined the resources, we were able to move to the second phase which was to design a series of questionnaires (Appendix C) for indepth interviews on-site, including secondary schools, vocational technical schools, resource centers, regional education services, cooperating library service units, universities, colleges, and regional vocational-technical agricultural centers. To acquire further information from the state level, a separate questionnaire was desinged and administered to the Department of Education. An outline was created to gather and present director information.

The following variables were identified as essential for developing a framework for the indepth interview schedule. They were gleaned from preliminary interviews with State Consultants, one of the project directors of the Teacher Center, a review of the literature and preliminary visits to the curriculum centers in Connecticut and Massachusetts (Appendix C).

Goals and Objectives - What are the goals and objectives of the resource centers and how are they similiar or different?

Expansion - Would the existing centers be willing to expand to serve a larger population? Are they able to?

Population Served - What is the nature of the center's clients?

Funding Sources - What is the source of the Center funds?

Physical Plant - Do they view their physical plant as adequate? What is generally needed to adequately house a curriculum resource center?

Needs Assessment - How are local needs being assessed and met? Are there needs which cannot be met? If so, what are they?

Working Hours - Do the centers extend their hours to meet the needs of potential users?

Services - What types of services are provided and can those services be expanded? (for example, inservice training, media, consulting, and evaluation).

Equipment and facilities - How are the centers equipped and do they have access to a variety of technological equipment?

Collaboration - Do the centers collaborate with each other? How do they collaborate?

Membership - Are services restricted to members only? Do members need to pay for services? Who are the members?

Circulation policies - What are the centers' circulation policies? How flexible are they?

Problems - What are some of the problems faced by the centers?

Outstanding Features - What are some of the outstanding features at the center?

Most importantly, the questionnaire focused upon obtaining the following information:

- A description of existing resources.
- What are some of the outstanding features, problems, and possibilities for expansion?
- Facts about the centers to aid in the development of a directory for voca-

tional educators.

Sampling

In order to adequately sample existing resources and survey the needs, as well as develop a reasonable set of recommendations, a sampling plan was devised to include a variety of resources across the entire State of Connecticut.

The first step was to design a sampling system which included secondary and vocational-technical schools in each of the regions, various cooperating library service units, and the regional education service centers. Every attempt was made to include at least one vocational school, a secondary school, a library service unit, and a resource center in each of Connecticut's educational regions.

Sampling was drawn by region and type of facility. Sites suggested by the Department of Education and school district professionals were included in our sampling and as site visits. A complete listing and summary describing each site can be found in Appendix A.

Altogether, forty-eight site visits were made; six to regional vocational-technical schools; sixteen to educational resource centers, including all regional education service centers and university and college centers; nine secondary schools; ten within the Division of Vocational Education in the State Department of Education; four cooperating library service units; and three regional vocational agricultural centers.

Schedules and Timelines

Once the sites were selected, visits began in May, 1981 and extended through August, 1981.

Initially, meetings were held with representatives from the Division of Vocational-Technical Schools, the Bureau of Vocational Services, the Bureau of Vocational Program Planning and Development, and the Library Media Unit. Those persons acted as an informal advisory board, reviewing materials and questionnaires, and suggesting in site visits and models for consideration.

Surveys

Approximately fifty persons were interviewed in a variety of settings. Generally, they were adminstrators who had responsibilities for a resource unit. Three questionnaires were designed and administered as in-depth interviews. One series for State Consultants, one for Center administrators, and one for persons who did not have a facility or a media center (Appendix C).

The questionnaires were designed to elicit responses regarding the structure of facilities that exist within the State of Connecticut, services offered by those facilities, and their needs and outstanding features.

At each of the sites, depending on whether or not there was a curriculum resource center, a questionnaire was administered by the project director with some assistance from a state consultant in library media.

Reports, Dissemination, and Publicity

As the project progressed and changes were instituted, reports were set to the Bureau of Vocational Planning and Development. The final report, including the appendix and directory, will be sent to the Department of Education, Bureau of Vocational Program Planning and Development. Upon their approval, dissemination will be made to project participants and Connecticut vocational educators.

Findings, Results and Analysis

The findings in this study emanated from the site visits to facilities and individuals at the State Department of Education. Responses and results are included only if the majority (75%) of the persons interviewed yielded a similiar response.

The State Department of Education Consultants were heavily involved with professionals in their fields, providing them with resources and leadership. This support was provided through inservice training, evaluation, and assistance with curriculum needs and development. They also indicated that teachers in their fields were able to obtain curriculum materials from industries, colleges, universities, publishers, employers, federal and state agencies, and education service centers.

The state Consultants viewed many positive and negative features in the present support system. The negative responses included: lack of central meeting places, lack of administrative support, lack of support from local education agencies, and teacher resistance to change. The positive features viewed by the consultants were numerous; it was felt that teacher involvement in curriculum design was positive; when local teachers designed materials they were more relevant and realistic; the current system was seen as one that would not become obsolete; the current system also provided good communication between local school systems and the state.

The consultants recommended changes including the establishment of a center for staff development, with the possibility of expanding some regional education centers to serve more vocational educators. Some of the State Consultants and administrators of Regional Education Centers interviewed recommended utilizing cable television and other audio visual systems such as electronic blackboards and video taping. Increased collaboration with vocational-technical schools within the state was also recommended. Finally, they recommended vocational education materials across the

state be catalogued and funding appropriated for updating, expanding, and improving materials and equipment.

The majority of the secondary schools visited (Hartford, New Haven, and New Britain) did not have a media center or a curriculum resource center within their schools. Those vocational educators, indicated that they received direction and leadership from one of the following individuals: director of vocational education, coordinator of cooperative education, or another school administrator.

The secondary vocational educators generally saw a need for curriculum resource centers (Manchester and New Britain). Other specific areas mentioned included meeting the needs of disadvantaged students and industry, and problems with funding. They look forward to collaborating with other resources and some educators have developed informal relationships with vocational-technical schools. Many schools have sought services and information from the following facilities: education service centers, industries, department of education consultants, Connecticut Chamber of Commerce, and professional associations. Secondary school teachers and administrators do not use curriculum resource centers as much as they would like, and they attribute this to a lack of funding and the high cost of transportation.

The vocational-technical schools containing media centers indicated that they were serving the needs of their own teachers and students. They cited funding as their reason for any lack of services, personnel or space. If funding were increased, they would gladly expand their services and collaborate with other agencies. Vocational-technical schools with media centers have an extensive collection of print and nonprint materials including books, journals, periodicals, curriculum guides, and multimedia materials. Very few, if any, were developing their own materials or utilizing cable television.

The teacher centers and other service centers generally could be identified by a specialty such as career or special education. When asked if they had services

for vocational educators, most would respond by using the term career education interchangeably with vocational education. Facilities identified as having resources exclusively for vocational education were: the Business Marketing Resource Center, Cooperative Education Center Diversified Occupations, and Curriculum Resource Center at the University of Connecticut.

In addition to the media centers in the Vocational-Technical Schools and those within the Regional Vocational Agricultural Centers, additional sites were found containing vocational curriculum resource materials:

- the Business and Marketing Resource Center
- the Cooperative Education Center Diversified Occupations
- the Curriculum Resource Center, University of Connecticut
- the Center for Instructional Media and Technology, University of Connecticut
- the Center for Economic Education
- the Cooperative Education Service Center
- the Center for Instructional Media and Technology, University of Connecticut
- the Learning Resource Center, University of Connecticut
- the Career Education Resource Center, Bridgeport Public Schools
- the Capitol Region Education Center
- the Curriculum Materials Center, St. Joseph's College
- the Willimantic Library Service Center
- the Area Cooperative Education Service Center
- Project Learn
- the Elihu Burritt Library, Curriculum Laboratory, Central Connecticut State College

After visiting with Vocational Agriculture, State Consultant, Roger Lawrence, he suggested the project director make site visits to serveral regional vocational technical agricultural centers in the state. Three centers were visited and interviews were conducted. It was discovered that all regional vocational t[redacted]l agricultural centers house media centers, equipped with a wide variety of print, nonprint, and multimedia equipment. The media centers also offered services such as interlibrary loan, workshops, and assistance in curriculum development.

The centers interface with other regional agricultural centers and materials are regularly borrowed on an informal basis. The directors of these centers do not feel they lack funding or services and they are very pleased with their present status in the state.

Most of the teacher and service centers (Appendix B) have extensive libraries, fine film collections, and multimedia equipment. Very few had computerized their available resources. The facilities felt they were serving the needs of their district but were willing to expand those services. All indicated that they have a problem with funding and teacher awareness of their centers. The lack of funding impacted the development of services, space, and collaboration with other facilities. Most collaborated with other agencies and the Department of Education. They perceived their outstanding features to be collaborating efforts, providing leadership, and program planning.

Finally, the site visits to the Cooperating Library Service Units provided most interesting insights into models and recommendations. The library service units were involved with inter-library loan, collaboration, consulting, and provide a wide variety of services to their members. Their delivery system of materials, Connecticard, was more sophisticated than other centers. The facilities served as an excellent model for cataloguing, developing film libraries, facilitating requests, and interfacing with other agencies. However, few if any, were found housing vocational curriculum resource materials with the exception of the Willimantic Library

Service Center.

It is interesting to note that the project director did not find the operating hours, in many of the libraries, to be conducive to teachers and their work schedule. All the vocational-technical school media centers closed by 3p.m. and the regional centers were open until 5 p.m.; however, the university and college centers had evening and weekend hours.

As mentioned above, the site visits, interviews, and quesionnaires were designed to investigate the variables. A review and summary of each of the sites visited can be found in Appendix A. A review of the findings are presented below.

The goals and objectives at each of the sites varied. One aspect of the goals and objectives that was similar across all of the agencies and centers visited, was the goal of servicing the needs of their target population. In some way, each of the sites were set-up to serve the school population within the categories of library media, inservice training, consulting, evaluation, and direct services to students.

Ninety-five percent of the agencies visited agreed that expansion was possible and would be considered if they received additional funds and space.

Funding sources reported were local, State and Federal moneys. Local membership fees were charged by some of the service centers. The majority of the sites visited were funded by State funds.

Most of the regional centers felt that they needed more space, but it was difficult to determine what was needed to adequately house a curriculum service center. The answer to questions of that nature usually were presented around the issues of the expansion of facilities, services and space available. Funds and staffing patterns were major concerns. In most cases a shortage of funds and facilities were noted whenever the nature of the facility was addressed.

Needs assessment was usually conducted by the director of the facility or the

person responsible for personnel training and development in the communities. All of the agencies and centers visited worked closely with the local communities when assessing needs, presenting programs, and making budget requests. Those program proposals and budget requests were based upon the needs assessment that had been conducted by center staff.

The working hours generally fell between the hours of 8 a.m. and 5 p.m. and few, if any, of the centers were open after 5 p.m.

The services provided included library media, staff training, program developments, needs assessment, consulting, evaluation, and other library services. Generally the participants were willing to expand those services if the funds were available to increase the facilities and staff.

Equipment and facilities in the media centers were exceptionally good. The media center contained extensive print and non-print collections such as film strips, learning games, cassettes, and records. The film library and the media center at the University of Connecticut does have advanced technological capabilities such as electronic black boards and conference phones.

The education centers did interface with the regional centers, the State College System, and the school districts within their regions. The Library Association Service Centers interfaced with one another through their regional coordinators at a variety of meetings and also expressed the need to collaborate further with other agencies. A majority of the facilities interfaced with the State Department of Education, particularly the school districts, regional education centers, and college and university centers. Throughout, the State Department of Education in Connecticut, surfaced as the one agency that consistently interfaced with nearly all of the facilities visited. It was discovered that most of the education service centers required membership for persons to use their facilities and services. Curriculum Centers that were funded by the State Department of Education, such as the Business and Marketing Resource Center and the Cooperative Work Experience Resource Center, were

available to state residents. The Center for Instructional Media and the Center for Economic Education at the University of Connecticut do distribute nationally, for a fee. The Regional Vocational-Technical School Districts and the Regional Vocational Agricultural Centers generally distributed their materials only within their respective schools. The library service units reported services to member libraries only.

The circulation policies of the media centers varied. Generally, the loan policies ranged from two weeks to a month, with several reporting a flexible loan policy. Each of the loan periods are enumerated in the directory.

The problems faced by nearly all of the facilities visited included funding which translated to staffing patterns, space, services, and in-service training. The outstanding features included the ability to interact and share resources.

Unanticipated Problems

During this project, the techniques and scope of the activities were altered. The project was originally designed as a mail survey, but was altered to indepth interviews. This necessitated a scheduling of site visits which was time consuming and difficult to arrange. The Project Director and Staff were not able to schedule visits efficiently because the process began late in the school year and administrators were completing yearly activities and were unable to meet with interviewers until late May or June.

It is recommended that a project utilizing this technique should devise an interview schedule to be conducted during either October through early December, or March through May.

Self Evaluation

Given the time restrictions and the nature of the site visits, we felt that we were able to complete the task with good documentation and support materials (see Appendixes A, B, and C). We were able to define problems and recommend solutions.

In addition, we developed a directory system which can serve as a base for the recommendation of a computerized catalogue system.

Outstanding cooperation was received from the Department of Education and the sites that were visited. With their assistance, a proper assessment of the present situation and realistic recommendations were made. This was not a singular effort, hence, the reader is referred to the acknowledgements we have set forth in the beginning of this report.

Recommendations and Conclusions

These recommendations and conclusions were developed from a review of the selected site visits that were made to a variety of agencies. After reviewing the various resource centers in Connecticut, it was found that very few resource centers provide services across all areas of vocational education. Rather, many resource centers have specialty areas that meet the local or specific needs within vocational education. Thus, there are curriculum resource centers in the areas of special education, career education, business and marketing, home economics, and multimedia. As an outcome of the site visits and interviews, certain important factors emerged. They include:

- A shortage of funds was noted by 75% of the respondents who in turn attributed a variety of conditions to this shortage such as the lack of services, inability to provide for resource sharing, inability to support release time and transportation for teachers, inability to provide for teacher traing, and the inability to expand and update resources and services.
- A large percentage of the facilities offered to collaborate with other facilities to share resources and to also expand their facility, if the funds were available.
- Because of the shortage of time and money, teachers and administrators have difficulty obtaining materials and attending workshops that are outside of their institutions.

- All persons, with very few exceptions, felt that resources should be expanded.
- Cable television has an enormous potential for training and sharing resources.
- Finally, the State Department of Education Consultants were viewed as the persons providing leadership and resources for training and curriculum development.

Based upon the data gathered from site visits, interviews conducted, and inlight of the current financial crisis, a set of recommendations appear to emerge from this project.

1. Set in place a state agency or a statewide clearing house to collect, disseminate, maintain, and catalogue resource materials.
2. Develop a network to assist in the sharing of resource materials. This could be done through the directory that will be appended to this study, along with an expansion of the Connecticard system.
3. Coordinate more extensive collaboration between vocational-technical schools and secondary schools. This collaboration will assist secondary schools in acquiring materials and equipment to provide better services to their school districts.
4. Develop a cataloguing system similar to the O.C.L.C. system at Ohio State University, using the regional library service centers as models for cataloguing.
5. Expand the utilization of cable television for inservice and sharing resources.
6. Develop a scheme for setting user fees for services to include a membership in a statewide curriculum resource network.
7. Expand the existing centers and their facilities so that they will be capable of sharing and collaborating in a statewide network.

Most importantly, it is essential to coordinate a network system of sharing through a central person or agency. This person or agency could pull together the resources, set a fee structure, and assess the state and local vocational curriculum needs.

The majority of State vocational education consultants interviewed recommended expanded use of technological equipment and resource sharing. Social and economic conditions have brought us into the world of technology, therefore, the future lies in the expansion and utilization of technological equipment in the field of education (A Prospectus for Educational Technology in Connecticut, June, 1980). Frantz and Dritchberg (1976) suggested that a variety of communication and instructional technology would be effective as a methodology and delivery system for vocational educators. Scott also predicted this use of instructional technology in the '80s. He believed that electronic blackborads, videotaping computers, and telecommunication is where future education is heading.

If adequate funding is forthcoming, it seems appropriate to suggest the establishment of a curriculum resource network for vocational educators. This facility would contribute considerably to improving services, dissemination of materials, and inservice training. Most importantly, this would assist in organizing educational materials and implementing vocational education products and practices. Specific examples of this can be found in the National Network for Curriculum Coordination in Vocational and Technical Education.

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APPENDIX A

SITE VISIT SUMMARIES

APPENDIX A

SITE VISIT SUMMARIES

Bristol Central High School

Bullard Haven Regional Vocation Technical School Library Media Center

Business and Marketing Resource Center

Capital Region Education Council

Career Education Resource Center

Center for Economic Education, CT

Center for Instructional Media

Center for Instructional Media and Technology

Cooperative Educational Services

Career Center

Cooperative Work Experience Resource Center

Curriculum Materials Center

Curriculum Resource Center

Eastern Connecticut Library Association

Eastern Connecticut Regional Educational Service Center (EASTCON)

E. C. Goodwin Regional Vocational Technical High School Library Media Center

Ella T. Grasso Southeastern Regional Vocational Technical School Media Center

Eli Whitney Regional Vocational Technical School Media Center

Elihu Burritt Library Curriculum Laboratory

H. C. Wilcox Regional Vocational Technical School Library Media Center

H. H. Ellis Regional Vocational Technical School Media Center

Hartford Board of Education

Howell Cheney Regional Vocational Technical School Media Center

Manchester Public Schools

Middletown Library Service Center

New Britain Public Schools

New Haven Public Schools

Project Learn

Region I Cooperating Library Service Unit

Regional Vocational Agricultural Centers

RESCUE

Southeastern Connecticut Library Association

Southwestern Connecticut Library Council (S.W.L.C.)

St. Josephs College Curriculum Materials Center

Teacher Resource Library, Area Cooperative Educational Services (A.C.E.S.)

Torrington Public Schools

Vinal Regional Vocational Technical School Media Center

West Hartford Teacher Center

Willimantic Library Service Center

Bristol Central High School
Cooperative Work Study Program
Wolcott St.
Bristol, CT 06010

Contact Person: James Yablonski

Bristol Central High School offers a Cooperative Work Experience Program to its juniors and seniors. It is a fully developed program offering students assistance in job placement and development, and evaluation of student's progress.

The program does not house a curriculum resource center. Program Coordinator, James Yablonski, relies little on curriculum resource centers. He gathers most of his curriculum from various resources available and develops the material independently. Information used to develop the curriculum is obtained from various sources such as personnel offices, industries, publishers, the federal government, Connecticut State Department of Education, Connecticut Department of Labor, and the Connecticut Chamber of Commerce. Materials collected from these sources are developed into curriculum which can be utilized in the classroom.

The Program also collaborates with such agencies as the Cooperative Work Experience Association and the Connecticut Industrial Arts Association. He has found these associations to be helpful in supplying information and providing materials.

Bullard Haven Regional Vocational Technical School
Library Media Center
500 Palacade Ave.
Bridgeport, CT 06610

Contact Person: Laura Kuminski, Director

Bullard Haven Regional Vocational Technical School houses a Library Media Center that provides services to teachers and students grades 9-12 in the school.

The Center has a variety of print, non-print materials, and technological equipment available including: periodicals, reference books, journals, and audiovisual hardware and software. The Center interfaces with other vocational technical schools and local public libraries with other vocational technical schools and local public libraries to obtain materials they need. The Center feels this collaboration is a great asset.

Lack of funding is a problem at the Center. The Director stated that so much is needed that it is impossible to calculate the amount of funding needed to remedy this situation.

Business and Marketing Resource Center
Center School
55 Sutton Ave.
Stratford, CT 06497

Contact Person: Marie McCormick

The Business and Marketing Resource Center is funded by the State Department of Eudcation in Connecticut. The Center provides materials and support services to Connecticut teachers and administrators 9-12 in distributive, business, and marketing education. By supplying these materials, the Resource Center hopes to encourage teachers to broaden their teaching techniques and curriculum.

The Resource Center houses a variety of materials designed for business educators and administrators including books, journals, instructional aids, multimedia equipment, and learning kits. It has access to a variety of media including a micro-computer, T.V. monitor, cameras, audiovisual equipment, and a microfiche unit. All the materials housed at the Center are cataloged by subject and are color coded. Materials can be borrowed by visiting the center or ordering through the mail or telephone.

The Business and Marketing Resource Center serves as a resource center where business educators can exchange ideas, materials and techniques. The Center encourages business educators and department heads to use their facility to host meetings and workshops.

The Center has an advisory committee represented by teachers and administrators in education from the secondary and post secondary level. This committee assesses the needs of the Center and makes the final decisions regarding the curriculum and services offered. It is also responsible for examining and evaluating past projects and designing future projects for the Center.

Major problems at the Center are funding and staffing. They have found many teachers do not have adequate time or funding available to get them to the facility (i.e. early release, transportation).

Capital Region Education Council
121 King Philip Drive
West Hartford, CT 06117

Contact Person: Louis Nystrom, Director of Media
Charles Haller, Director of Curriculum and Staff Development

The Capital Region Education Council in West Hartford houses both a Media Center and a center for Curriculum and Staff Development. The Center provides materials and services to teachers in the 36 member towns for instructional use.

The Media Center houses and circulates a wide variety of print and non-print materials including: reference books, multimedia equipment films, filmstrips, records, and cassettes. These materials are provided in the following curriculum areas; office occupations, trades and industry, consumer and home economics, industrial arts, and career education. In addition, the Center for curriculum and staff development offers inservice training in the areas of curriculum development and materials evaluation.

The Capital Region Education Council is funded through membership fees and contracts from the State Department of Education. Local member town's needs are assessed by principals of member schools.

The most valuable feature at the facility is its inservice training program. The Centers major problem is their lack of funding to support its program.

Career Resource Center
Bridgeport Central High School
45 Lyon Terrace
Bridgeport, CT 06604

Contact Person: Joseph Bonitatebus, Director

The Career Resource Center serves as a career guidance service and information center for students, teachers, and members of the community. The Career Center is located in Bridgeport and serves a population of 6,000 students grades nine through twelve and 300 classroom teachers. Major objectives of the center encompass the following: assisting students in career awareness, exploration, and planning; job application and interviewing skills and decision making as related to the working world; and providing resources for classroom use. One long range objective at the Career Center is to establish two additional satellite centers at Central and Harding High Schools.

The Center houses or has access to a variety of technological equipment including cable television, audiovisual hardware, and computer time. Due to a limited budget, it provides only a minimal amount of library resources. Books on career education, vocational education, and job searching are available. The facility is anxious to broaden its resources and expand services, but limited financial resources are major factors which prevent this. According to a spokesperson at the Career Center, increased funding would provide necessary hardware, software, access to the ERIC system, and a larger staff. Funding for the Career Center is obtained through Title IV, State and federal grants, and the local board of education.

Speakers from business and industry visit the Center on a regular basis. Individual speaker sessions are scheduled upon teacher request.

The Career Center has an advisory board co-chaired with business, industry and the board of education. Students are also represented on the board.

Center for Economic Education, Connecticut Joint Council on Economic Education
U-55 University of Connecticut
Storrs, CT 06268

Contact Person: Edward J. Hamblin, Director

The Connecticut Joint Council on Economic Education is an independent, non-profit organization which has been created to assist in improving economic literacy. The Center for Economic Education, at the University of Connecticut, serves school districts; K-12, colleges, universities and community groups in the state of Connecticut.

The Center houses a variety of media and literary materials which may be circulated. These materials are listed in a catalog which is available from the media center upon request. Materials include; simulation, films, filmstrips, activity packets, teaching units and soft cover texts on career and consumer education. These materials can be borrowed for two weeks and may be obtained by calling or writing the Center. The informational level of the material is K-12 and postsecondary.

A variety of services are also offered to Connecticut educators by the Center. They include, consulting in the area of curriculum and staff development and inservice training such as, workshops, conferences and seminars.

Many of these materials and services can and do prove quite valuable to vocational educators in Connecticut. The major problems they face is local budgeting, which translates to a lack of release time and access to training for teachers.

Center for Instructional Media and Technology
University fo Connecticut
Storrs, Ct 06268

Contact Person: Dr. Philip Sleeman

The Center for Instructional Media and Technology offers services to students and faculty at the University of Connecticut. The Center acts as a resource by supplying technological media equipment for educational purposes.

The following services are offered by the Center: use of technological equipment, graphic services, film services, cable television, computerized cataloging services, production of print and non-print material, and inservice training.

With the technological growth and use of media equipment in the educational field, the Center has expanded its facility. The Center is continually facilitating and offering new services to faculty and students; thus, the Center has a very positive outlook toward the Center's future activities. However, they also reported a shortage of funds which creates a staffing problem.

Cooperative Educational Services, Career Center
11 Allen Road
P.O. Box 2087
Norwalk, CT 06853

Contact Person: Joan Abeshouse, Director

Cooperative Educational Services (C.E.S.) is one of the six Educational Service Centers serving Southwestern Connecticut. Career education services are offered by C.E.S. and a Career Center is maintained, where support services are offered to members within the C.E.S. region.

The Career Center acts as a resource to vocational educators and provides a wide range of services to school personnel, students, parents and the community. The Services include; inservice training, technical assistance in implementing the Career Vocational Education Action Plans (within the guidelines of the Connecticut Master Plan), coordination of regional resources for career education, circulation, review, and preview of print and non-print materials. Specifically the Center houses books, games, audiovisual, and multimedia equipment.

The Center is presently expanding to assist their members with implementation of the vocational regional action plan. It interfaces with a variety of facilities such as companies, universities, colleges, vocational technical schools, and the State Departement of Education.

The Director of the Career Center stated that funding is a problem at the Center. If funding were more available, the center would update its catalogs and materials, hire more staff, and increase its services.

This career center is one of the few resources available to vocational educators in Connecticut. It is supplying support services to vocational educators to meet their current needs and has proven to be a successful and useful resource.

Cooperative Special Service Center
Carl Allgrove School
East Granby, CT 06026

Contact Person: George Bondra, Executive Director

THe Cooperative Special Service Center is a multi-purpose center providing service to special needs students, educators, and administrators in a five regional district.

The Center provides a variety of special education services including: diagnostic evaluation, educational service to the special needs students, and inservice training to teachers in the areas of special and vocational education.

The Center has a limited supply of professional books and journals. Audiovisual materials are housed in the Center and used for inservice training. The majority of materials are targeted toward the area of special education. It has a simple circulation system which allows the borrower to sign the materials in and out.

The Center works collaboratively with various colleges by providing paid interships and on-site course credits to graduate and costoral candidates. A large portion of this is federally funded; therefore, the center is able to offer better services to the special needs students than individual towns could offer. The Center faces several problems; such as, funding, transportation costs for students, declining enrollments, and program cuts.

Cooperative Work Experience Resource Center
Norwalk Board of Education
105 Main St.
Norwalk, CT 06852

Contact Person: John Allgood, Coordinator

The Cooperative Work Experience Resource Center maintains a library of resource materials which supplement all Cooperative Work Experience Programs in Connecticut. This resource center is one of the few facilities in Connecticut that serves strictly cooperative work experience, and vocational educators.

The Center houses a variety of materials in the following areas: agriculture, automotive, building trades, business and office, food service, health, manufacturing, and services. Multimedia equipment is available to use at the Center, but can not be circulated.

In addition, the Center maintains and reproduces training plans developed by the coordinators as new job titles are filled by students.

The Coordinator of the Center is very happy with its progress, but additional funding is needed to acquire more updated instructional media equipment.

Curriculum Materials Center
Pope Pius XII Library
St. Joseph's College
West Hartford, CT 06117

Contact Person: Alice Angelo, Librarian Dirctor

The Curriculum Materials Center is located in the Pope Pius Library at St. Joseph's College. The Center houses and circulates materials to students and faculty in the college's education department. The majority of the materials, at the Center, focus on home economic education. It also services teachers throughout the state.

Other materials housed at the Center include: textbooks, games, curiculum guides, reference books, standardized tests, and media. Circulation policies depend on the type of material but are flexible. All materials are targeted at grades 6-12.

The materials Center has limited contact with other facilities, but it does collaborate with the State Department of Education and the University of Connecticut. The Center expressed a desire to interface more with other facilities because it views this as a positive action.

At this point in time, the Center's main concern is the lack of funding available at the college. They have a need for these funds in order to continue to catalog materials.

Curriculum Resource Center
Department of Higher Technical and Adult Education
University of Connecticut
Storrs, CT 06268

Contact Person: Dr. Richard Winfield, Professor, Department of Higher Technical and Adult Education

The Curriculum Resource Center provides materials to University of Connecticut students and faculty in the area of Higher Technical and Adult Education. This encompasses teacher training in the fields of business, home economics, and agricultural education at the secondary and post secondary level. The Center is funded by the University of Connecticut and is solely for the the use of University faculty and students.

The Center houses curriculum and curriculum related materials including books, study guides, brochures, games, and instructional materials. It has a limited visual aids collection available but also has access to cable television, computer services, access to ERIC and other multimedia equipment at the University.

The faculty is very small and because of limited funding they are unable to expand or recruit staff to assist in maintaining the Center. If funding were available the Center would hire more staff, update their materials, evaluate more materials, and hire more contractual services.

E. C. Goodwin Regional Vocational Technical School
Media Center
735 Slater Rd.
New Britain, CT 06053

Contact Person: Patrick Gallagher, Director

The Media Center, at E.C. Goodwin School, identifies and serves the needs of the students and faculty at the school. A wide range of materials and equipment, at all levels of difficulty, are provided at the Center.

The Center has only been in operation for one year, but has quite a collection of equipment and materials. The following print and non-print materials are housed at the Center: books, journals, audiovisual equipment, instructional media equipment, microfiche, films (Member of M.E.T.R.O.), filmstrips, tape recorders, overheads, and cable television. Services offered at the Center include: media production, staff inservice training on use of equipment, and access to computer services.

The Center interfaces with other vocational technical schools and exchanges materials. The Director feels this collaboration is useful to all vocational schools.

The Director stated that they are willing to expand their media center, but they face a lack of funds. If the funds were available, it would expand its supply of audiovisual hardware and software, and hire more staff. Future plans at the Center include expansion in the following educational areas: electronics, computers, carpentry, food service, and plumbing.

Eastern Connecticut Library Association (E.C.L.A.)
1216 Main St.
Willimantic, CT 06226

Contact Person: Jan Hilton

The Eastern Connecticut Library Association (E.C.L.A.) is one of six Cooperating Library Service Units in Connecticut. The E.C.L.A. is funded through a combination of state and federal funds, membership fees and private donations. Sixty-three member libraries within the Windham and Tolland Counties, are serviced by this facility.

The E.C.L.A. serves as a link between libraries who wish to share and exchange information, materials, and ideas. Through this collaboration process, the library hopes to improve the quality of library services, increase awareness, and build both public and legislative support for libraries.

The facility houses a wide variety of literary materials including periodicals, reference books, current paperbacks, adult education materials, large print books, and magazines. Materials can be borrowed by library members on an informal basis. Members who are not able to get to the library can use the "books by mail" service, whereby, the books are mailed to them via U.S. Mail.

Annotated bibliograhpies are produced by the Library. Member libraries have access through the Union Catalog/Interlibrary Loan Project as to the fiction and nonfiction holdings in region libraries. The Library has a film service and also loans equipment for viewing the films.

The E.C.L.A. feels its outstanding feature is its constant evaluation and updating of materials to meet members needs. It also views the absence of bureaucratic redtape as a strong asset. One of the major obstacles it faces is the low level and unpredictability of funding each year. Thus, there is a limit to the services that can be provided by the association.

Eastern Connecticut Regional Educational Service Center (EASTCON)
Central Office
North Windham School
RR 2
Willimantic, CT 06226

Contact Person: Paula Colen

Eastern Connecticut Regional Educational Service Center (EASTCON) has three locations in Connecticut. The Central office is in Willimantic, and the two satellites are located in Colchester and Northeastern located in Putnam. These facilities serve 33 local education agencies (L.E.A.'s) within Connecticut. They are designed to provide cost effective and quality programs to their member L.E.A.'s, share resources, meet their needs, provide leadership, and assist the school districts in a variety of educational areas.

The Education Center is funded by local contributions, grants, and by membership fees, which are required by each school who wishes to join the education center.

The Regional Education Center serves teachers, administrators, students, and the community. Materials offered are targeted at the pre-school through adult level. Instructional services include: special, vocational, and career education; curriculum development programs, gifted and talented programming and services, and program evaluations. The Center also has access to or houses a wide range of literary materials and technological equipment including reference books, journals, films, audio visual teaching aids and slide tapes. Annotated bibliographies on all literary materials, films, and multi-media equipment have been developed in all areas. These annotated bibliographies are termed by the facility as "Project Connect." Requests for materials are delivered on a weekly basis through order forms or by phone. Materials are picked up and delivered by the Center.

EASTCON has access to the ERIC system through the University of Connecticut. They also provide two computer services, cataloging information on occupation, businesses, and social services localized to northeastern Connecticut. The Center interfaces with the University of Connecticut and Eastern Connecticut State College.

According to Director, Paula Colen, expansion of the Education Center is hampered, because it is located in and serves a rural and economically disadvantaged community. If funds were available, expansion would be possible; and a wider population could be served. Thus, the lack of funds creates a shortage of needed services, programs, and staff. Added to the rural nature of their location, this situation creates student and teacher isolation.

Eli Whitney Regional Vocational Technical School
Library/Media Center
71 Jones Road
Hamden, CT 06514

Contact Person: Majorie Yaton

The Eli Whitney Library/Media Center offers services to faculty members and students at the school. The center houses print and non-print material and offers their circulation throughout the school.

Materials housed at the Center include; books, periodicals, reference books, and audiovisual equipment. These materials are in all academic areas.

The Center collaborated with other vocational technical schools in their area to obtain needed materials. More audiovisual equipment is needed by the Center and the Center also lacks clerical assistance. These needs, in turn, limit the Center's services.

Curriculum Laboratory
Elihu Burrit Library
Central Connecticut State College
1615 Stanley Street
New Britain, CT 06050

Contact Person: Donna Ostrander, Librarian

This Library exists to serve the curriculum needs of students and faculty in the education department (K-12) at Central Connecticut State College. The facility circulates both print and non-print materials, and media equipment.

The library houses the following materials: reference books, periodicals, journals, curriculum guides, films, filmstrips, audiovisual equipment, and cable television. The Center has no computer system of its own, but it does have access to ERIC through the college.

More materials, equipment, and staff are needed at the Library. According to the director, if more funding were available, the Library would obtain more non-print materials, such as study and media kits. Most important, the library would like to house a computer system because it feels a computer would be time saving and cost effective.

Ella T. Grasso
Southeastern Regional Vocational Technical High School
Library Media Center
189 Fort Hill Road
Groton, CT 06340

Contact Person: Donald Nelson, Director

The Library Media Center at Ella T. Grasso provides services and materials to faculty and students within the school.

The Center houses a variety of literary materials and multimedia equipment including: reference books, periodicals, newspapers, films, filmstrips, videotapes, dark room facilities, microfiche, and annotated bibliographies. Audiotapes and videotapes are produced at the centers and cable television is also utilized. The Center is operated in a very informal manner and circulation of material is quite flexible for both teachers and students.

Presently, funding is a major problem at the Center. It is in need of clerical assistance to keep up with circulation of materials. If funding were available, the Center would like to expand and offer a wider variety of services.

H. H. Ellis Regional Vocational Technical High School
Library/Media Center
Danielson, CT 06239

Contact Person: Maureen Fish, Director

H. H. Ellis Library/Media Center provides curriculum materials and media equipment to students grades 9-12 and staff in the school.

The Library/Media Center houses both print and non-print materials including books, periodicals, and audiovisual software. Limited supplies of videotape materials are also available at the Center. The Center offers circulation of materials and instruction on use of library equipment to both students and teachers.

The Center interfaces with an area community college and also obtains software from the area high school.

Funding seems to be a major problem for the Center. The Director stated that more funding would assist them in updating both print and non-print materials. The Center would also like to obtain materials for production purposes; by producing their own materials, the Center would save money. Also, the Center stresses the need for training of both teachers and students on the sue of technological equipment. This would save on repair costs and be cost effective.

Hartford Board Of Education
Vocational Education and In-School Industrial Arts and Home Economics Program
249 High St.
Hartford, CT

Contact Person: Karen Finder, Coordinator

The Vocational Education and In-School Industrial Arts and Home Economics Program in the Hartford School System services students grades 7-12. The program does not house a curriculum resource center. The Coordinator of the program supplies the materials to the teachers in the three Hartford High Schools.

The coordinator provides the home economic and industrial arts teachers with direction, support, and materials to supplement their programs. Curriculum is designed and in-service training is developed and implemented by the coordinator. Equipment and materials are obtained through yearly funding; however, there is no central storage for the materials for teacher access.

The Program interfaces with the Cooperative Regional Education Center, the area Cooperative Education Services and the State Bureau of Vocational Services. The Coordinator said resources are plentiful but access to the materials still remains an obstacle.

Howell Cheney Regional Vocational Technical High School
Media Center
791 Middle Turnpike
Manchester, CT 06040

Contact Person: Dianne McDermott, Media Specialist

The Media Center at Howell Cheney Regional Vocational Technical High School has print materials and media equipment available for students and faculty at the school.

The Center houses vocational education materials in the areas of mechanics, auto body, electronics, carpentry, and general academics. Print and non-print materials include: reference books, magazines, newspapers, and a limited amount of multimedia equipment.

The director of the Media Center indicated that funding is lacking, and there is a need to improve services. If funding were available, additional media equipment would be purchased and extra staff would be hired to help circulate materials.

Manchester Public Schools
Department of Vocational Education
Manchester, CT 06040

Contact Person: Neil Lawrence, Director

The Manchester Public School's Vocational Education Department was visited and Neil Lawrence was interviewed.

The Vocational Education Department does not have a curriculum resource center. Because of this it lacks access to these literary materials, multi-media equipment and curriculum.

Mr. Lawrence and his department staff have collaborated with representatives from area towns to exchange ideas and share materials. Presently, they are finding it difficult because much of the material is either misplaced or lost. If additional funding were available, the committee would establish a formal regional curriculum center to serve vocational teachers, students, and guidance counselors in the area.

The Department is presently acquiring materials from various resources such as A.C.E.S. and C.R.E.C., and companies who participate in cooperative education programs.

Middletown Library Service Center
786 South Main St.
Middletown, CT 06457

Contact Person: Mary Anna Tein, Director

Middletown Library Service Center is one of the six Cooperating Library Service Units in Connecticut. The Center offers support services and materials to area public libraries, public school libraries, and state institutional libraries.

The Center houses and has access to 70,000 books, a variety of audio-visual equipment, displays, framed prints, posters, and Relia. Materials are loaned on a flexible basis, depending on what type of material is borrowed. All loans are made through libraries and not through individuals. Interlibrary loan is also available at the Center. Other services offered at the Center include: consulting, workshops, and demonstrations of equipment and materials to member librarians.

The Center would like to expand their services to their members, but funding is lacking and they are not able to do so.

New Britain Public Schools
110 Mill Street
New Britain, CT 06051

Contact Person: Joseph Geraci, Superintendent of Applied Arts

New Britain Public Schools were visited; Joseph Geraci, Superintendent of Applied Arts, was interviewed. Geraci is responsible for all career, vocational, and business education, as well as Home Economics and Industrial Arts (K-12) in the New Britain Public Schools.

New Britain currently does not have a center that served the Applied Arts Program. However, due to teacher requests, a center is now being designed with the assistance of the Cooperative Resource Education Center, and the Area Cooperative Education Services.

The school does have a media center within the school that serves faculty and student needs in all acedemic areas. It houses vocational education materials, but they are not separate from other materials.

The Superintendent of the program says that the lack of funding and staff are major hinderances to the development of a center for their program. More specifically, the funding problem creates a training problem, that is, inservice training for staff is not being supported.

New Haven Public Schools
Industrial Arts and Vocational Education
Betsy Ross MIddle School
185 Barns Avenue
New Haven, CT 06513

Contact Person: Leonard Taddie, Supervisor/Industrial Arts

The Industrial Arts and Vocational Education Center was visited and Mr. Leonard Taddie, Supervisor/Industrial Arts was interviewed. Mr. Taddie serves New Haven Public School Teachers, grades 7-12, in Industrial Education which includes auto services, carpentry, graphic arts, drafting, electronics, appliance repair, general machinery and welding.

No formal resource center exists at this facility. Curriculum has been designed by gathering curriculum outlines from across the state and nation, and tailoring it to their own program needs. This has all been approved by the state and the curriculum is continually updated. Mr. Taddie and his staff collect materials from state and federal agencies, regional centers, publishers, conferences, trade shows, and industrial arts exhibits, They also interface with Eli Whitney Regional Vocational Technical School, and Vocational Consultants in the State Department of Education. The staff has also developed curriculum to meet the needs of the disadvantaged and special needs population.

Mr. Taddie stated that the program is having problems with language barriers because there is a large hispanic population in the area. He would like to improve access to materials and have curriculum that is industry based to satisfy local employment needs of industry. Also needed are more materials in the areas of special education, industrial education, and retraining of staff.

Project Learn
Box 220
East Lyme, CT 06333

Contact Person: Francis D. Robinson, Executive Director

Project Learn is an area education resource center serving nineteen Southeastern Connecticut communities with 67 public and private schools, grades K-12. The Center is supported through federal, state, and local funding.

A variety of services are offered to its members including: inservice training, media services, supportive management, grants and development management, and a curriculum enrichment program. The Resource Center houses a large supply of instructional materials including: films, filmstrips, slides and kits, art prints, models, multimedia kits, transparencies, and audiovisual equipment. The Center also has print materials available such as periodicals, textbooks, journals, and ERIC reference publications. All these materials are separated according to their educational area (i.e. special education, career education, etc.) The Center has developed a catalog for each educational program area which lists materials and equipment available for use and/or circulation. Instructional materials are available for loan to teachers, administrators, and community groups of Project Learn's member towns. Materials can be loaned for one week and are distributed and collected by the facility. Special order forms are provided for requesting materials.

The Career Education Resource Center at Project Learn would be of most interest to vocational educators in Connecticut. The Center assists its members with resource sharing and offers consulting services, media services, research and library resources, curriculum resources and inservice training in the area of career education.

Project Learn has responded to the needs of its members by offering a wide variety support services, in many areas, to its members. It is continually updating its programs and resources to meet the current needs of its members and serves as a very useful resource center in Connecticut. Their major problem is the shortage of funds.

Region I Cooperating Library Service Unit
267 Grand Street
Waterbury, CT 06702

Contact Person: Lee Flanagan, Regional Coordinator

The Region I Cooperating Library Service Unit is one of six Cooperating Library Service Units in Connecticut. This particular unit is designated to act as the multi-type library for Northwestern Connecticut.

Region I is a non-profit organization which is funded by federal and state grants from the Connecticut State Library. The facility provides support services to 98 public academic and special libraries located in its disctrict. Fifty of the 98 members are school libraries.

The Center's goal is to establish a more unified and efficient library system in the state. Using collaborative efforts, the Region I Unit is attempting to bring libraries together to work more cooperatively, thus, providing their users with a wider variety of materials.

The support services provided by the Center include an interlibrary loan system, where requests for fiction and periodicals are located in area libraries; a filim service which has 450 titles and can be borrowed by any of the member libraries; workshops for library staff and telephone or in-person consultation.

Region I also publishs a film catalog annually and a bi-monthly newsletter with information concerning available library materials, and inservice training. The facility is also gathering all titles and locations of periodicals and fiction in a common catalog to be used for a more efficient interlibrary loan service.

Its future plans involve expanding its interlibrary loan operation to non-fiction. To undertake this project, it must have computerization and it is now seeking funding for this. The Center is also looking into increasing its film library and funding for audio visual cooperation. However, the major problem they have is a lack of public financial support.

Regional Vocational Agricultural Centers

Media Centers

Glastonbury High School
Media Center
330 Hubbard St.
Glastonbury, CT 06033

Contact Person: Peter Wolcott

Ellis Clarke Regional Vocational Agricultural Center
Nonnewaug High School
Media Center
5 Minortwon Rd.
Woodbury, CT 06798

Contact Person: David Breakell

Storrs Regional Vocational Agricultural Center
Media Center
Edwin O. Smith School
University of Connecticut
Storrs, CT 06268

Contact Person: Donald Cook, Department Head

These three Regional Vocational Agricultural Centers were visited. All Vocational Agricultural Centers throughout the state house media centers which serve the needs of faculty and students grades 9-12.

A variety of print and non-print materials are housed in the media centers which assist in curriculum instruction. For state certification purposes the centers are required to have the following materials: print, visual still image, visual moving image, and auditory formats.

Allocation of funds and types of instructional print and non-print materials housed at the centers are strictly controlled by the Agricultural Teacher Association. This Association has a taxonomy committee which assesses statewide instructional and professional development needs. The three centers visited interface with a variety of facilities including the State Department of Education, colleges, and private businesses.

All the Centers agreed that their most cost effective activity is their ability to collaborate with each other; thus, helping them meet the needs of their faculty and students.

RESCUE
Education Communication Center
Central Office
Hut Hill Road
Bridgewater, CT

Contact Person: Richard Maiolo, Coordinator of Services

RESCUE is an Educational Service Center that provides direct services to teachers and administrators of member school districts, in vocational, career, and special education. The Center has two locations; the Central Office in Bridgewater and the Northwestern Office in Litchfield.

The Center is funded by membership fees of 33 local education agencies. The fee structure has been designed to depend on the number of pupils served and the types of service used. Other funding received is derived from the State Department of Education, Labor, Mental Health, and Vocational Rehabilitation.

The Bridgewater Center houses an Education Communication Center. This particular Center has three education areas within itself; career education, special education, and a film library. The Education Communication Center also provides instructional and multimedia materials to teachers in member school districts.

RESCUE offers inservice training, workshops, consulting, and evaluation services to their members. Instructional materials housed at this Center include; books, kits, games, records, tapes, cassettes, films, and filmstrips. It also provides a wide variety of multimedia and visual aid equipment. The informational level of the materials is K-Adult. The loan period for films is one week and two weeks for all other materials.

RESCUE has an advisory board consisting of individuals who are members of the school districts. Each district has one representative and one vote. The Advisory Board acts as a planning committee for the Center. The problem they have include a shortage of funds and the public's perception of their role. This in turn, leads to a shortage of qualified staff and inservice training.

Southeastern Connecticut Library Association
63 Huntington Avenue
New London, CT

Contact Person: James Benn, Regional Coordinator

The Southeastern Connecticut Library Association (SECLA) is one of six cooperating library service units in Connecticut. The library is a non-profit organization funded by federal and state grants from the Connecticut State Library. SECLA's main objective is to increase its services to its members through cooperative efforts.

SECLA provides support services to 56 members including school, public, special, academic, and business libraries. The member libraries pay a fee according to their budget size, but all school libraries pay a standard fee of $10.

The facility houses a variety of literary materials and films. An interlibrary loan service which provides access to eight public libraries with over 750,000 volumes, is offered to members through a computer. Access to a Regional Card Catalog and the holdings of the Public Library of New London are also available. SECLA has contracted with the Connecticut State Library delivery system of Connecticut to provide additional delivery of materials to their facility. Use of this system created many new resources for the member libraries. In addition, films are available at the facility, but must be booked at least two weeks in advance and no more than three films may be borrowed at one time. Films are listed in a catalog developed by the faculty.

SECLA is presently engaged in projects it feels will be quite useful for the future. Employees are working with several member libraries to develop a planning document for the automatization of the circulation system of several medium sized urban libraries. The problem they face is a shortage of federal, state, and local funds, which are needed to implement the project.

Through the computer access, the resource sharing capabilities of the participating libraries will be greatly increased. SECLA is also involved in a cooperative acquistition project with CLSU Region 5. Through a computer system, the library has been able to order books and supplies which results in a savings of time and money.

Southwestern Connecticut Library Council
925 Broad Street
Bridgeport, CT 06604

Contact Person: Ann Neary, Coordinator

The Southwestern Connecticut Library Council (S.W.L.C.) is one of six Cooperative Library Service Units located in Connecticut. The facility provides services and materials to public and school libraries which are members, to assist them in improving and expanding their services for their patrons. The Library operated through state funds and membership fees.

S.W.L.C. houses a small professional collection of journals. A wide variety of services are offered including; interlibrary loan, cataloging services (OCLC and On-Demand), reference services (On-line with Dialog), film services and inservice training.

The Library becomes involved with cooperative projects as part of an effort to better serve its members. These projects include Connecticut's Union List of Serials and Automated Circulation Control.

S.W.L.C. recently signed a contract with Geac's Library Systems which assists it with its library computerization needs. Future plans at the Library include, utilization of the latest developemtnts in computer technology in order to deliver more effective services to its members. Although the S.W.L.C. offers a wide variety of services, it is constantly exploring ways to improve its programs. However, a lack of funds hampers their ability to expand services.

Special Education Resource Center
275 Windsor Street
Hartford, CT 06120

Contact Person: Janet Rosenbaum

The Special Education Resource Center (S.E.R.C.) is sponsored by the Connecticut State Department of Education and is federally funded by Public Law 94.142. The Center is designed to provide special education resources and services to teachers and administrators within the state of Connecticut.

The Special Education Resource Center has a variety of resources including literary information, media materials, exhibits, expositions and support services. Materials found within the Resource Center include books, journals, films, tests, annotated bibliographies, state and federal guidelines, curriculum guides and instructional materials. It also provides instruction in graphics and in the development of overhead transparencies, slides, film strips and videotapes. Instruction is also offered in the use of the Center's resources. All circulating materials can be loaned to any Special Education Resource Center member for either one or two weeks depending on the item borrowed.

The Resource Center offers support services to parents and professionals who desire information about programs, services and activities for exceptional children. Specific workshops are conducted for teachers and administrators in the area of special education. Offered at the Center are exhibits of literary and multimedia materials, giving individuals an opportunity to examine new items.

The Resource Center has access to the ERIC system through the University of Connecticut at Storrs.

Presently, the Center faces several problems; funding, public awareness, available resources, release time for teachers and transportation of those teachers.

Teacher Resource Center
Area Cooperative Education Services
800 Dixwell Ave.
New Haven, CT

Contact Person: Virginia Evitts, Librarian

The Area Cooperative Education Services (A.C.E.S.,) Teacher Resource Library provides materials and services to aid in the development of classroom curriculum and program planning for educators in the A.C.E.S. region. The facility offers these services to 26 member school districts and is supported by state and local funding. Members must pay a fee, which depends on the number of faculty at the school.

The Resource Library has a wide range of literary methods including: periodicals, journals, outlines, curriculum guides, microfiche, and newspapers. Specific topic areas include: career, special, environmental education; gifted and talented; metric education, and sex equity. The facility also houses multimedia materials including films, filmstrips, and various audiovisual aids. All A.C.E.S. member schools are eligible to borrow materials from the library for a two-week period. When requested, they will pick up and deliver material. Orders for material are taken by both phone and mail.

The library provides various types of services to their members including workshops, consulting, and evaluation. When requested, the library will send linking agents to the member schools to assist them in needed areas. These linking agents also conduct needs assessments within the community to assist in meeting the member libraries' needs.

The library is in the process of placing its collections on a computer utilizing the INMAGIC System which is an eight letter code cataloguing. Presently, it is placing its film library into the computer. The library also has access to the ERIC system through the Southern Connecticut State

College library.

The A.C.E.S. Teacher Resource Library would like to increase teacher awareness of their center. At this point, they are disseminating a newsletter to 1500 teachers in the member school districts to give them new ideas and information and to stimulate interest in their Center.

With more funding, the Center would be happy to expand their resources. Additional money would assist them in expanding their textbook collection and multimedia materials, thus, better serving the needs of their members. Other problems the Center faces include: teacher outreach and public awareness.

Torrington Public Schools
355 Migeon Avenue
Torrington, CT 06790

Contact Person: Dr. Charles Slader, Assistant Superintendent

Torrington Public School District is a small school serving 1,400 students grades 9-12. A vocational education program is also offered and serves the same grade levels.

No media center is housed within the school, but materials and equipment for vocational educators are available. Teachers and administrators in the system are able to obtain materials and inservice training through state consultants, and professional associations such as Cooperative Work Experience in Diversified Occupations, Industrial Arts, Home Economics, and Distributive Education.

Assistant Superintendent, Dr. Charles Slader said only 50% of their graduates continue their education because they feel a great need to expand their vocational educational program. Both teachers and administrators would like to interface with regional vocational technical schools in Connecticut. They believe this collaboration would assist them in expanding and improving their vocational education program.

Vinal Regional Vocational Technical School
Media Center
60 Daniels St.
Middletown, CT 06457

Contact Person: Joan Abrahmson

The Media Center at the Vinal Regional Vocational School houses print and non-print materials and supplies these materials to teachers and students within the school.

The Center is fairly small and houses a variety of literary materials in all academic areas including: books, reference books, periodicals, and journals. The school has a limited supply of audiovisual hardware and software that is dispersed throughout the school because the Media Center does not have space to house the materials. The Center hopes to obtain more space so that it can centralize all the materials.

The Center has access to the ERIC system through the Southeastern Connecticut Library Association. To obtain additional materials and information, the Center interfaces with the State Cooperating Library Service Units, area libraries, and other vocational technical schools.

As a result of low funding, services are lacking at the Center. It does not offer any training, although, if funding were available, the Center would train teachers in the area of media instruction. Space and technological equipment are also two needed items at the Center.

West Hartford Teacher Center
211 Steele Road
West Hartford, CT 06117

Contact Person: Mimi McKenna, Director

The West Hartford Teacher Center provides in-service training to grades K-12 public, private, and parochial school administrators and teachers in the West Hartford area. The Center presently serves eight secondary schools.

The Center is federally funded and supports a staff consisting of a director, secretary, various consultants, and a writing specialist. The staff is housed in an office which is open Monday through Friday, from 8:00 - 4:00.

The facility meets the secondary teachers' and administrators' needs by providing workshops, teacher training, and consulting. Faculty needs are assessed through on-site visits to secondary schools by the director of the center.

The Center does not house literary materials, or technological equipment, but the center has access to this equipment through the West Hartford School System, regional centers, and Universities in the area.

If more funding were available, the center would be willing to expand their services. At the present time they do not feel their facility lacks any services due to insufficient funding.

The Wilcox Regional Vocational Technical School
Oregon Road
Meridan, CT 06450

Contact Person: Robert Dorsey

The Wilcox Regional Vocational Technical Library Center houses a variety of material ranging from audio visual equipment to literary materials. Services at the Center are accessible to faculty and students during regular school hours. The library media specialist at Wilcox said the Center just recently received the funding necessary for the majority of its audio visual equipment; however, the Center still lacks some of the newer audio visual equipment, she said. Wilcox is adequately housed with print materials and has access to a computer and cable television. Wilcox is funded through grants and school resources allocated annually to it.

Because Wilcox is a member of the Connecticut Library Council, it is able to borrow and exchange equipment and materials among 17 schools. Mrs. Swotitch believes a free exchange of information exists, but the Center could interface more with the other libraries. Circulation procedures at Wilcox are rather flexible. Books and magazines can be borrowed up to a month and renewed for as long as necessary. Audio-software materials can circulate for a week, but audio visual equipment will not be loaned without special permission.

Mrs. Swotitch says the Center's main obstacle toward improving and expanding its services is its limited staff. This factor forces the Center to close during lunch breaks and recesses and to stay open only during school hours from 7:45 a.m. to 3:00 p.m. The lack of employees also hinders their ability to provide the teachers with adequate consulting services. An increase of funding could remedy this situation.

Willimantic Library Service Center
1216 Main St.
Willimantic, CT 06226

Contact Person: Barbara van der Lyke, Director.

The Willimantic Library Service Center is designed for use by public libraries and schools located within the Windham/Tolland County. The Center is one of the six Cooperating Library Service Units in Connecticut. The main objective at the Center is to provide supplementary library materials to these public facilities.

The Center has a computerized acquisition service (OCLC) which is housed at the Connecticut State Library. The Center has no other technological equipment available. Only supplementary print and non-print materials are housed at the Center. The Center also conducts workshops on a variety of topics and consulting in collection developments. Career education materials for vocational educators are available.

The Service Center has an advisory board of Governors and representation from the public and libraries.

A major problem at the Center is a lack of funding, which results from its dependence on state allocations. The Center has expressed no desire to expand its goals and objectives at this time.

APPENDIX B

DIRECTORIES

APPENDIX B

DIRECTORIES

Bullard Haven Regional Vocational Technical School Library Media Center

Business and Marketing Resource Center

Capital Region Education Council

Career Education Resource Center

Center for Economic Education

Center for Instructional Media

Center for Instructional Media and Technology

Cooperative Educational Services, Career Center

Cooperative Special Service Center

Cooperative Work Experience Resource Center

E. C. Goodwin Regional Vocational-Technical High School

Eastern Connecticut Regional Educational Service Center (EASTCON)

Eli Whitney Regional Vocational Technical School Media Center

Elihu Burritt Library Curriculum Laboratory

Ella T. Grasso Southeastern Regional Vocational Technical School Media Center

H. C. Wilcox Regional Vocational Technical School Library

H. H. Ellis Regional Vocational Technical School Media Center

Howell Cheney Regional Vocational Technical School Media Center

Project Learn

Region I Cooperating Library Service Unit

Regional Vocational Agricultural Center Media Center

RESCUE

Southeastern Connecticut Library Association

Special Education Resource Center (S.E.R.C.)

St. Joseph's College Curriculum Materials Center
Pope Pius XII Library

Teacher Resource Library
Area Cooperative Educational Services (A.C.E.S.)

Vinal Regional Vocational Technical School Media Center

Weaver High School, Career Center

Willimantic Library Service Center

NAME OF CENTER:	Bullard Haven Regional Vocational Technical School Library Media Center
ADDRESS:	500 Palacade Avenue Bridgeport, CT 06610
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 579-6333
CONTACT PERSON:	Laura Kuminski, Director
GENERAL DESCRIPTION:	Library media center with print and non-print materials available to faculty, administrators, and students within the school.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Consumer and Homemaking, and Industrial Arts.
MATERIALS AND SERVICES:	Center houses a variety of print materials including: books, journals, newspapers, and magazines. Also available, is a variety of multimedia instructional materials including audiovisual equipment, films and filmstrips. Media and circulation services are available. Workshops are also offered to teachers.
POPULATION SERVED:	Serves faculty, administrators, and students in grades 9-12.
LOAN POLICIES:	Students and faculty members are only able to sign out materials.
FEES:	None

NAME OF CENTER:	Business and Marketing Resource Center
ADDRESS:	Center School 55 Sutton Avenue Stratford, CT 06497
HOURS:	8:30 p.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 385-4222
CONTACT PERSON:	Marie McCormick, Supervisor of Career Education and Director of the Business and Marketing Resource Center
GENERAL DESCRIPTION:	Center supplies print and non-print materials in the areas of business office occupations, marketing and distribution, and career education.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Trades and Industrial, Consumer and Homemaking, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Center houses a variety of books, journals, curriculum guides, games, kits, and multi-media equipment and offers circulation of materials, workshops, and consulting services.
POPULATION SERVED:	Secondary school teachers and administrators in Connecticut having a need and interest in business and office occupations, marketing and distribution, and career education.
LOAN POLICIES:	Flexible
FEES:	None

NAME OF CENTER:	Capital Region Education Council
ADDRESS:	121 King Philip Drive West Hartford, CT 06117
HOURS:	8:00 a.m. - 5:00 p.m. Monday - Friday (Winter) 8:00 a.m. - 4:00 p.m. Monday - Friday
PHONE:	(203) 522-6317
CONTACT PERSON:	Louis Nystrom, Director of Media Charles Haller, Director of Curriculum and Staff Development
GENERAL DESCRIPTION:	Center providing materials and services to teachers in member towns in the region.
CURRICULUM AREAS:	The Center houses curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Career Education, Consumer and Homemaking, Industrial Arts, and Career Education.
MATERIALS AND SERVICES:	Facility contains books, journals, and periodicals. A media center is located here and provides access to a wide variety of multimedia instructional materials (target level K-12).
POPULATION SERVED:	Services available to all region members and their teachers in grades K-12. Services also available to individuals enrolled in college's teacher certification programs.
LOAN POLICIES:	Flexible
FEES:	A membership fee for joining the facility is based on the number of students in the member town schools.

NAME OF CENTER:	Career Education Resource Center
ADDRESS:	Bassick High School 1181 Fairfield Bridgeport, CT 06606 Tel: (203) 576-7350 Contact Person: Phyllis Garrison Central High School 1 Lincoln Boulevard Bridgeport, CT 06606 Tel: (233) 576-8057 Contact Person: Rita Madigan Warren Harding High school 1734 Central Avenue Bridgeport, CT 06610 Tel: (203) 576-7330 Contact Person: Gerald Berman
HOURS:	8:15 a.m. - 2:20 p.m. Monday - Friday
PHONE:	See Above
CONTACT PERSON:	See Above
GENERAL DESCRIPTION:	Center serves as a career guidance service and information facility for students, teachers, and community members.
CURRICULUM AREAS:	The Center houses curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, Career Education and Cooperative Education.
MATERIALS AND SERVICES:	A wide variety of materials and information are housed at the center including: career interest inventories, print materials, coordinated Occupational Information Network (C.O.I.N.), cassettes, filmstrips, and slides (target level 9-12). Such services as career counseling, personal counseling, career information, audiovisual services and circulation

of materials are available.

LOAN POLICIES: Flexible

FEES: None

NAME OF CENTER:	Center for Economic Education Connecticut Joint Council on Economic Education
ADDRESS:	U-55 University of Connecticut Storrs, CT 06268
HOURS:	8:00 a.m. - 5:00 p.m. Monday - Friday
PHONE:	(203) 486-2327
CONTACT PERSON:	Dr. Edward Hamblin, Director
GENERAL DESCRIPTION:	Connecticut Joint Council is an independent, nonprofit organization which is dedicated to the improvement of economic literacy in the state of Connecticut. The Council assists educators in developing curriculum in economic education and incorporating it into their career and consumer education programs.
CURRCIULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Trades and Industrial, Other, Consumer and Homemaking, and Career Education.
MATERIALS AND SERVICES:	Center houses a variety of economic education materials including: films, filmstrips, activity packets, teaching units, and paperback books on economic, career and consumer education. The services provided include circulation of materials and consulting.
POPULATION SERVED:	School districts, community colleges, and other post secondary institutions.
LOAN POLICIES:	Materials may be borrowed for two weeks.
FEES:	Flexible

NAME OF CENTER:	Center for Instructional Media
ADDRESS:	University of Connecticut P.O. Box U-1 Storrs, CT 06268
HOURS:	8:45 a.m. - 4:15 p.m. Monday - Friday
PHONE:	(203) 486-2531
CONTACT PERSON:	Dr. Phillip Sleeman
GENERAL DESCRIPTION:	Center houses technological equipment for classroom instruction and workshops on and off campus. Various print materials are available for faculty and student use.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Office Occupations, Consumer and Homemaking, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Center houses technological equipment for classroom instruction and workshops on and off campus. Various print materials are available for faculty and student use. Services include: film services; audiovisual production; equipment assistance, consultations in the areas of curriculum selection and development, special collections, and orientation to the collection of instructional materials.
POPULATION SERVED:	Teachers and students at the University of Connecticut.
LOAN POLICIES:	Must be faculty member or a student at the University of Connecticut to borrow all print material. The film library may be accessed through rental orders from schools, institutions, and organizations throughout the world.
FEES:	Only fee is film rental.

NAME OF CENTER:	Center for Instructional Media and Technology
ADDRESS:	University of Connecticut U-1 Storrs, CT 06268
HOURS:	9:00 a.m. - 7:00 p.m. Monday - Thursday 9:00 a.m. - 4:30 p.m. Friday
PHONE:	(203) 486-3080
CONTACT PERSON:	Cora Hahn
GENERAL DESCRIPTION:	Resource center providing instructional media equipment, technological equipment, and print materials to faculty and students at the University of Connecticut.
CURRICULUM AREAS:	The Center houses print and audio and visual materials in Health Occupations, Occupational Home Economics, Office Occupations, Consumer and Homemaking, Industrial Arts, and Career Education. Print and visual materials are available in Agriculture also.
MATERIALS AND SERVICES:	Center houses print and non-print materials in the areas of elementary education, secondary education, administration, counseling, foundations of education, research, and vocational education. Materials include: reference books, journals, textbooks, curriculum guides, multimedia kits, films, filmstrips, and cassettes(target level K-12). Services offered to faculty and students include: media services, circulation of materials, and viewing of audiovisuals.
POPULATION SERVED:	Students, faculty, and administrators are served by this faculty.
LOAN POLICIES:	Materials can be borrowed for two weeks.
FEES:	None

NAME OF CENTER:	Cooperative Educational Services, Career Center
ADDRESS:	11 Allen Road P.O. Box 2087 Norwalk, CT 06853
HOURS:	8:30 a.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 847-3873
CONTACT PERSON:	Joan Abeshouse, Director
GENERAL DESCRIPTION:	Resource center serving Southwestern Connecticut, providing support services and materials to local school systems in the C.E.S. region. Center assists with development and implementation of career and vocational education program planning and development.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Facility houses print and non-print materials including books, games, audiovisual materials, and multimedia equipment. (target level pre-school-adult). Services provide technical assistance through conducting workshops, coordinating regional resources in career education and promoting collaborative efforts and include review, preview, circulation, and evaluation of print and non-print materials.
POPULATION SERVED:	Teachers and administrators in local member school districts.
LOAN POLICIES:	Flexible
FEES:	There is a fee structure for membership, and some services also require a fee.

NAME OF CENTER:	Cooperative Special Service Center
ADDRESS:	Carl Allgrove School East Granby, CT 06026
HOURS:	8:00 a.m. - 4:00 p.m. Monday - Friday
CONTACT PERSON:	Dr. George Bondra
GENERAL DESCRIPTION:	Center provides services to special education students, teachers, and administrators including inservice training in the area of special education, and direct special education services to special education students. Literary materials in the area of special education are available.
CURRICULUM MATERIALS:	The Center provides curriculum materials in the areas of Career Education and Other curriculum areas relating to special education.
MATERIALS AND SERVICES:	Print materials in the area of special education are available. Services available include consulting, inservice training, and direct special education services to students.
POPULATION SERVED:	Special education teachers and students in member districts.
LOAN POLICIES:	Member districts and towns are allowed to borrow materials.
FEES:	There is a fee structure for membership.

NAME OF CENTER:	Cooperative Work Experience Resource Center
ADDRESS:	Norwalk Board of Education 105 Main Street Norwalk, CT 06852
HOURS:	8:00 a.m. - 4:00 p.m. Monday - Friday
PHONE:	(203) 847-0481
CONTACT PERSON:	John Allgood, Advisor Nancy Kurnan, Administrative Operating Secretary
GENERAL DESCRIPTION:	Resource center providing cooperative work experience materials to teacher coordinators within cooperative work experience programs in Connecticut
CURRICULUM AREAS:	The Center provides curriculum materials in the area of Cooperative Education.
MATERIALS AND SERVICES:	Materials available at the Center include: reference books, training plans, reference listings, films and filmstrips; those services available to the teacher include: circulation of materials, books by mail service, and mailing of requested training plans.
POPULATION SERVED:	Specifically serves teacher coordinators in the state of Connecticut. Services are also available to any educator in Connecticut, having a need for resource materials.
LOAN POLICIES:	Informal
FEES:	None

NAME OF CENTER:	E. C. Goodwin Regional Vocational-Technical High School Library Media Center
ADDRESS:	735 Slater Road New Britain, CT 06053
HOURS:	7:45 a.m. - 3:30 p.m. Monday - Friday
PHONE:	(203) 827-7733
CONTACT PERSON:	Mr. Patrick Gallagher, Director
GENERAL DESCRIPTION:	Media center and library in a regional vocational-technical school serving the needs of teachers, administrators and students.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Consumer and Homemaking, and Industrial Arts.
MATERIALS AND SERVICES:	Center houses print and non-print materials including: films (Member of M.E.T.R.O.), filmstrips, books, microfiche, overhead projectors, transparencies, tape recorders, and video cassette recorders (target level 7-post secondary).
POPULATION SERVED:	Teachers, students, and administrators in the school.
LOAN POLICIES	Students can borrow on a monthly basis. Teachers flexible.
FEES:	None

NAME OF CENTER:	Eastern Connecticut Regional Educational Service Center (EASTCONN)
ADDRESS:	Rural Route 2 North Windham, CT 06256
HOURS:	8:30 a.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 456-3254
CONTACT PERSON:	Paula Colen, Director of Instructional Services
GENERAL DESCRIPTION:	A Regional Education Service Center that provides materials and services to thirty-three member local education agencies.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, and Career Education.
MATERIALS AND SERVICES:	Materials are available in the areas of special, vocational, career, and gifted and talented education. Services include: curriculum development and instructional service programs in the areas of special, vocational, career, and gifted and talented education.
POPULATION SERVED:	Students, teachers, and administrators in member districts are served by this facility.
LOAN POLICIES:	Varies according to the type of media being borrowed.
FEES:	A fee structure is in place and varies according to the number of pupils in the member district.

NAME OF CENTER:	Eli Whitney Regional Vocational Technical School Media Center
ADDRESS:	71 Jones Road Hamden, CT 06514
HOURS:	7:45 a.m. - 3:30 p.m. Monday - Friday
PHONE:	(203) 397-4046
CONTACT PERSON:	Marjorie Yaton
GENERAL DESCRIPTION:	A library media center designed to serve the needs of students, faculty, and administrators.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Consumer and Homemaking, and Industrial Arts.
MATERIALS AND SERVICES:	Materials include: books, journals, periodicals, multimedia instructional materials, outlines, microfiche, and newspapers. Services include book loan, and media and audiovisual services. Instruction in the use of audiovisuals is also provided.
POPULATION SERVED:	Includes students, faculty, and administrators at the school.
LOAN POLICIES:	Books can be signed out for two weeks and can be renewed.
FEES:	None

NAME OF CENTER:	Curriculum Laboratory Elihu Burritt Library
ADDRESS:	Central Connecticut State College New Britain, CT 06050
HOURS:	9:00 a.m. - 9:00 p.m. Monday - Wednesday 9:00 a.m. - 5:00 p.m. 9:00 a.m. - 4:00 p.m. Friday 9:00 a.m. - 12:00 Noon Saturday 2:00 p.m. - 9:00 p.m. Sunday
PHONE:	(203) 827-7542
CONTACT PERSON:	Donna Ostander, Director
GENERAL DESCRIPTION:	Curriculum laboratory serving the needs of students and faculty in teacher education programs at the college.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Distribution, Health Occupations, Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, and Career Education.
MATERIALS AND SERVICES:	Laboratory houses a wide variety of print and non-print materials including: reference books, periodicals, journals, curriculum guides, learning packages, films, filmstrips, and multimedia equipment (target level K-12). Services include: circulation of materials and equipment, cable televisions, and access to computer services.
POPULATION SERVED:	Students and faculty at the college.
LOAN POLICIES:	Flexible, depending on materials.
FEES:	None

NAME OF CENTER:	Ella T. Grasso Southeastern Regional Vocational Technical School Media Center
ADDRESS:	189 Fort Hill Road Groton, CT 06340
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 448-0220
CONTACT PERSON:	Donald Nelson, Media Specialist
GENERAL DESCRIPTION:	Library and media center in a regional vocational technical school, providing services to students, faculty, and administrators in the school district.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Trades and Industrial, Consumer and Homemaking, Industrial Arts, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Materials available include: books, periodicals, microfiche, newspapers, films, filmstrips, audiovisuals, and cable television. Circulation of materials and equipment, videotaping, videotape and audiotape reproduction services are available; inservice training on use of equipment, interlibrary loan, and a dark room are also provided.
POPULATION SERVED:	Students, faculty, and administrators in the regional school district.
LOAN POLICIES:	Flexible
FEES:	None

NAME OF CENTER:	H. C. Wilcox Regional Vocational Technical School Library Media Center
ADDRESS:	Oregon Road Meridan, CT 06450
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 238-6273
CONTACT PERSON:	Janice Swoditch, Library Media Specialist
GENERAL DESCRIPTION	Library media center with limited production facilities that supplies materials and services to faculty, students, and administrators in the school.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Office Occupations, Technical, Trades and Industrial, Consumer, and Career Education.
MATERIALS AND SERVICES:	Materials available include: audiovisual software and hardware, books, magazines, and microfilm (target level K-12). Their particular expertise lies in areas of social studies and English. Circulation of print materials and audiovisual software and hardware are services provided, as well as inservice training on use of the center to students and staff.
POPULATION SERVED:	Faculty, administrators, and students at the school.
LOAN POLICIES:	All materials are circulated for one month with the exception of audiovisual equipment, which can not leave the facility.
FEES:	None

NAME OF CENTER:	H. H. Ellis Regional Vocational Technical School Media Center
ADDRESS:	Maple Street Danielson, CT 06237
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 774-4074
CONTACT PERSON:	Maureen Fish, Director
GENERAL DESCRIPTION:	Library media center with print material and technological equipment available.
CURRICULUM AREAS:	The Center houses curriculum materials in the areas of Health Occupations, Technical, Consumer and Homemaking, and Industrial Arts.
MATERIALS AND SERVICES:	Center houses books, periodicals, filmstrips, kits, videotapes, and audiovisual equipment. Cable television may be added soon. Services at the Center include circulation of materials and reference services. Also offered is in-service training of staff on use of new audio-visual equipment.
POPULATION SERVED:	Students, faculty, and administrators at the school.
LOAN POLICIES:	Materials loaned for two weeks, but longer requests are honored.
FEES:	None

NAME OF CENTER:	Howell Cheney Regional Vocational-Technical School Media Center
ADDRESS:	791 Middle Turnpike Manchester, CT 06040
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 649 - 5396
CONTACT PERSON:	Dianne McDermott, Media Specialist
GENERAL DESCRIPTION:	Media center in regional vocational-technical school providing services to students, faculty and administrators in the school district.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Consumer and Homemaking, and Industrial Arts.
MATERIALS AND SERVICES:	Vocational education materials in the areas of mechanics, auto body, electronics, carpentry, and general academics, are housed in the Center and include: reference books, magazines, newspapers, and multimedia equipment. Center provides circulation of print and non-print materials.
POPULATION SERVED:	Students, faculty, and administrators within the regional school district are served.
FEES:	None

NAME OF CENTER:	Project Learn
ADDRESS:	P.O. Box 220 East Lyme, CT 06333
HOURS:	8:30 a.m. - 5:00 p.m. Monday - Friday
PHONE:	(203) 739-6971
CONTACT PERSON:	Francis Robinson, Executive Director
GENERAL DESCRIPTION:	Area regional education resource center providing support services to member districts or towns in Southwestern Connecticut.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Other, Consumer and Homemaking, Industrial Arts, and Career Education.
MATERIALS AND SERVICES:	Materials available at the facility include books, journals, testing materials, audio-visual equipment, films, filmstrips, and instructional kits. Adult education, youth employment training, audiovisual services, career education, special education, consulting, and computer services are services available.
POPULATION SERVED:	Services are provided to all member towns and districts.
LOAN POLICIES:	Flexible
FEES:	There is a fee structure for membership.

NAME OF CENTER:	Region I Cooperating Library Service Unit
ADDRESS:	267 Grand Street Waterbury, CT 06702
HOURS:	2:30 p.m. - 5:00 p.m. Monday - Friday
PHONE:	(203) 756-6149
CONTACT PERSON:	Lee Flanagan, Regional Coordinator
GENERAL DESCRIPTION:	One of the six Cooperating Library Service Units, designated to act as a multi-type library for Northwestern Connecticut. Provides support services to public, academic, and special libraries in its district; and also utilizes collaborative efforts to bring about library cooperatives.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Economics, Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Print and non-print materials are available at the Service Unit including books and instructional media equipment. Services including inservice training, consultation, interlibrary loan, film services, and union cataloging are available.
POPULATION SERVED:	Serves ninety-eight member libraries. Individual library members must go through their school or public library to obtain services.
LOAN POLICIES:	Policies vary according to individual library policy.
FEES:	Only fee is for film rental.

NAME OF CENTER:	Regional Vocational Agricultural Center Media Center
ADDRESS:	See appended list for specific centers.
HOURS:	7:45 a.m. - 3:00 p.m. Monday - Friday
PHONE:	See appended list.
CONTACT PERSON:	See appended list for department heads.
GENERAL DESCRIPTION:	All Regional Vocational Agricultural centers in Connecticut house a media center that provides materials and equipment to assist faculty and students in vocational agricultural education.
CURRICULUM AREAS:	The Center provides curriculum materials in the area of Agriculture.
MATERIALS AND SERVICES:	Media Centers house the following: books, journals, textbooks, films, multimedia equipment, and curriculum guides.
POPULATION SERVED:	Centers serve students, faculty, and administrators in vocational agricultural programs within their school districts.
LOAN POLICIES:	Flexible, depending on school
FEES:	None

NAME OF CENTER:	RESCUE
ADDRESS:	Goshen Road Litchfield, CT 06759
HOURS:	8:00 a.m. - 4:00 p.m. Monday - Friday
PHONE:	(203) 567-0863
CONTACT PERSON:	Joyce Woycik, Supervisor
GENERAL DESCRIPTION:	One of Connecticut's Educational Service Centers providing direct services to teachers, students, and administrators in vocational, career, and special education.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Consumer and Homemaking, Industrial Arts, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Education Communications Center is housed at the Bridgewater facility and contains the following materials: books, kits, games, records, tapes, cassettes, films, filmstrips, multimedia equipments, and visual aids. Center offers inservice training, workshops, consulting, evaluation, and direct educational services.
POPULATION SERVED:	Teachers, administrators, and students in the member towns are serviced by the Center.
LOAN POLICIES:	Flexible
FEES:	Flexible

NAME OF CENTER:	Southeastern Connecticut Library Association
ADDRESS:	Public Library of New London 63 Huntington Street New London, CT 06320
HOURS:	9:00 a.m. - 5:00 p.m. Monday - Friday
PHONE:	(203) 442-5533
CONTACT PERSON:	James Benn, Regional Coordinator
GENERAL DESCRIPTION:	One of the six Cooperative Library Service Units in Connecticut, offering support services to 56 member libraries.
CURRICULUM AREAS:	The Center provides curriculum materials in the area of Trades and Industrial, specifically Automotive Repair.
MATERIALS AND SERVICES:	Library houses both print and non-print materials including books and multimedia equipment. (target level Birth-Adult) Services offered include: film service, interlibrary loan, cooperative purchasing services, access to Regional Catalog, access to Connecticard System, and access to computer services.
POPULATION SERVED:	Member libraries are served by the facility. Individual library members must go through public or school library for services.
LOAN POLICIES:	Flexible, depending on type of material.
FEES:	A fee for membership and additional fees are paid for film services.

NAME OF CENTER:	Special Education Resource Center (S.E.R.C.)
ADDRESS:	275 Windsor Street Hartford, CT 06120
HOURS:	8:30 a.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 246-8514
CONTACT PERSON:	Dr. Arnold Fassler, Director
GENERAL DESCRIPTION:	Resource Center serving those within Connecticut interested in the education of exceptional children.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Career Education, and other areas concerning prevocational training, life skills, and job seeking skills.
MATERIALS AND SERVICES:	Materials available include: books, journals, tapes, filmstrips, tests, bibliographies, state and federal guidelines, curriculum guides, and literature searches. General instruction is available in development and use of materials, support services, exhibits, expositions, and personnel developments.
POPULATION SERVED:	Residents of the state of Connecticut interested in the education of exceptional children age pre-school through high school.
LOAN POLICIES:	Registered members may borrow materials but the length of time is flexible depending on the type of material borrowed.
FEES:	None

NAME OF CENTER:	St. Joseph's College Curriculum Materials Center Pope Pius XII Library
ADDRESS:	1678 Asylum Avenue West Hartford, CT 06117
HOURS:	8:15 a.m. - 10:00 p.m. Monday - Thursday 8:15 a.m. - 5:00 p.m. Friday 9:00 a.m. - 5:00 p.m. Saturday 2:00 p.m. - 10:00 p.m. Sunday
PHONE:	(203) 232-4571 (ext. 274 and 209)
CONTACT PERSON:	Alice Angelo, Librarian
GENERAL DESCRIPTION:	Library which provides information and curriculum to meet the needs of home economic students at all levels across Connecticut.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Occupational Home Ec., Consumer and Homemaking, and Career Education.
MATERIALS AND SERVICES:	Materials available include: general collection of reference books, curriculum guides, standardized tests, topical bibliographies, textbooks, kits, filmstrips, multimedia kits, and cassettes (target level 6-12). Services at the library include library loan, computer searches, and media services.
POPULATION SERVED:	Library serves students and faculty in the college as well as statewide residents with an interest in home economic materials.
LOAN POLICIES:	Flexible
FEES:	None

NAME OF CENTER:	Teacher Resource Library Area Cooperative Educational Services (A.C.E.S.)
ADDRESS:	800 Dixwell Avenue New Haven, CT 06511
HOURS:	8:30 a.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 562-9967
CONTACT PERSON:	Virginia Evitts, Librarian
GENERAL DESCRIPTION:	Teacher resource library providing support materials and services for classroom, curriculum, and program planning to educators in the region.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Agriculture, Distribution, Health Occupations, Occupational Home Ec., Office Occupations, Technical, Trades and Industrial, Other, Consumer and Homemaking, Industrial Arts, Career Education, and Cooperative Education.
MATERIALS AND SERVICES:	Materials include print and non-print in the areas of career, environmental, metric, gifted and talented, and sex equity education. Other materials include various instructional multi-media equipment (target level K-Adult). Circulation of materials, workshops, consulting, evaluation, previewing, and photocopying (10¢/page) are services available.
POPULATION SERVED:	Library serves member schools in the A.C.E.S. region.
LOAN POLICIES:	Members of the library are given a two week period for borrowing materials. Also open to public, but materials can not be borrowed.
FEES:	A fee is charged to members and is based on the number of faculty members per school and the number of schools per district.

NAME OF CENTER:	Vinal Regional Vocational Technical School Media Center
ADDRESS:	60 Daniels Street Middletown, CT 06457
HOURS:	7:50 a.m. - 3:00 p.m. Monday - Friday
PHONE:	(203) 344-2931
CONTACT PERSON:	Joan Abrahamson
GENERAL DESCRIPTION:	Media center housed in a regional vocational technical school, containing materials and equipment to serve faculty and student needs.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Health Occupations, Technical, Trades and Industrial, and Other areas.
MATERIALS AND SERVICES:	Materials at the Center include print materials, non-print materials, and equipment including: books, periodicals, journals, and audiovisual equipment.
POPULATION SERVED:	Students, faculty, and administrators at the school.
LOAN POLICIES:	Three week lending period.
FEES:	None

NAME OF CENTER:	Career Center Weaver High School
ADDRESS:	415 Granby Street Hartford, CT 06112
HOURS:	7:50 a.m. - 1:50 p.m. Monday - Friday
PHONE:	(203) 243-9761
CONTACT PERSON:	Elizabeth Noel, Guidance Chairperson
GENERAL DESCRIPTION:	Career resource center supplying materials that are utilized as a supplement to guidance and classroom instruction by the guidance staff and teachers.
CURRICULUM AREAS:	The Center provides curriculum materials in the area of Career Education.
MATERIALS AND SERVICES:	Center houses print and non-print materials including: books, periodicals, journals, catalogues, multimedia kits, and audio-visual equipment. Also offered are circulation services, media services, and a computer assisted guidance system.
POPULATION SERVED:	Students and faculty at the school are served by the Center.
LOAN POLICIES:	Flexible
FEES:	None

NAME OF CENTER:	Willimantic Library Service Center
ADDRESS:	1216 Main Street Willimantic, CT 06226
HOURS:	8:30 a.m. - 4:30 p.m. Monday - Friday
PHONE:	(203) 456-1717
CONTACT PERSON:	Barbara van der Lyke, Director
GENERAL DESCRIPTION:	One of the six cooperating library service units providing services and materials to public libraries and public schools.
CURRICULUM AREAS:	The Center provides curriculum materials in the areas of Office Occupations, Consumer and Homemaking, and Career Education.
MATERIALS AND SERVICES:	Center contains books, film loops, multi-media kits, tape cassettes, art and study prints, posters and relia; the services offered include: workshops, supplementary book and non-book materials, and consulting in collection development.
POPULATION SERVED:	Windham/Tolland County area libraries and public schools. Individuals must go through the public or school library to obtain services.
LOAN POLICIES:	Flexible, bulk loan are for 3 months and special requests for 1 month. Only school librarians can borrow materials. Teachers must borrow materials through librarian or principal.
FEES:	None

APPENDIX C

QUESTIONNAIRES

STATE DEPARTMENT OF EDUCATION

CONSULTANTS

INTERVIEW SCHEDULE

SECTION A

1. Overview and description of the project and related activities to date.

2. Distribute questionnaire that is being utilized in on-site visits to secondary schools and resource centers.

SECTION B

Questions:

1. Currently, what resources, agencies, and facilities do you utilize, when working with teachers in your field, on curriculum development?

2. Where do you think teachers, in your area of specialization, are getting curriculum materials?

3. Are there any problems inherent in the system? If so, please explain.

4. What are some of the advantages inherent in this system?

5. Would you recommend any changes for this system? If so, please explain.

6. What do you consider are the important components of a model delivery system of curriculum resources to vocational educators?

IN-DEPTH INTERVIEW SCHEDULE

1. What are the general goals and objectives of your center?

2. Would you be willing to expand these goals and objectives? And, if yes, how?

3. What population does your center serve? Specifically, what kinds of teachers, skill areas, and the levels of students?

4. What are your center's funding sources? What is the amount and how are the funds allotted within your facility?

5. Does your facility lack any services as a result of insufficient funding? If so, could you please indicate how much funding you would need to remedy this situation?

6. Briefly describe the physical plant of your center. What are the daily working hours?

7. Does your center have access to or house a variety of technological equipment (i.e. computer, cable T.V., audiovisuals, etc.)?

8. Does your center have access to or house literary materials such as periodicals, journals, books, multimedia instruction materials, outlines, microfiche, or newspapers?

9. Do you have access to the ERIC System? to a computerized acquisition service? If not, why not?

10. Does your center inferface with other facilities? (i.e. circulation of equipment, exchange of information, material and ideas). Do you feel youragency should collaborate more with other agencies? If not, why not?

11. What services does your center provide and do you feel more are needed? (i.e. workshop training for teachers, consulting, evaluation, media production). Do you provide vocational training? Describe. Would you be willing to expand these services?

12. Please describe your staff and include the following: title, duties, and expertise.

13. How do you assess faculty and student needs? Who does the assessing?

14. Has your center created built-in evaluation services?

15. Does your facility produce materials? If so, what types of materials?
Do you have a procedure for updating and reviewing materials and equipment?
Do you have materials on special education in vocational education?
Describe. Does you center keep track of the number and types of people using the materials? If so, how many do?

16. Does your center have a catalogue of materials and equipment? If so, please describe.

17. Please descibe your circulation procedures. Also, how do you handle requests for materials?

18. Do you have membership registration, policies and procedures? Describe.

19. Do you publish a newsletter? If so, how is it disseminated?

20. What activities does your center participate in which you feel are time saving and cost efficient?

21. Do you have an annotated bibliography of your learningpackages and materials? If so, could I have a copy?

22. What do you think are your center's outstanding fearures? What are some of the problems you face?

23. Do you have an advisory board? If so, what is its function and who are its representatives? Are students represented?

24. Does your facility meet the Connecticut standards for school media programs?

25. Does your facility meet American Library standards for school library programs?

26. Has your facility beeh evaluated by the New England Association of Colleges and Secondary Schools?

ADDITIONAL QUESTIONS FOR SECONDARY SCHOOLS

1. What curriculum materials don't you have that you would like to have?

2 How would you use them?

NORTHEASTERN UNIVERSITY
360 HUNTINGTON AVENUE
BOSTON, MASSACHUSETTS 02115

CENTER FOR SECONDARY SCHOOL
WORK EXPERIENCE EDUCATION

This is included in questionnaire #1 and the check sheet. I think you can find original copy.

August 20, 1981

Dear Colleague:

We are moving toward completion of the study of Vocational Curriculum Resources Existing in the State for Vocational Educators in Connecticut. At this time, I want to thank you for your assistance with this project and once again ask you for a limited amount of your time.

To obtain a more complete and detailed study, the State Department of Education has suggested that it would be most useful to categorize the resources existing within the facilities. I have made every effort to keep the process as simple as possible. Thus, I am enclosing a mini questionnaire or a check list, which I am asking you to complete and return to me in the enclosed, stamped, self-addressed envelope.

Once again allow me to apologize for asking more of your limited time. If you have any questions or comments please feel free to contact me at (617) 437-3444. Thank you.

Sincerely,

Ellen N. Winer

Ellen N. Winer
Project Director

ENW:kpk
Enclosure

P.S. Any Regional Vocational Technical School having questions is encouraged to contact Mr. Charles White, Media Specialist at the State Department of Education.

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BOSTON, MASSACHUSETTS 02115

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APPENDIX D

INFORMATION SHEETS

NAME OF FACILITY: Business and Marketing Resource Center

ADDRESS: Center School, 55 Sutton Avenue
Stratford, CT 06497

RESPONDENT:
Marie McCormick, Supervisor of Career Education

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution	X	X	X	X
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.		X	X	X
5. Office Occupations	X	X	X	X
6. Technical				
7. Trades and Industrial	X	X	X	X
8. Other				
9. Consumer and Homemaking	X	X	X	X
10. Industrial Arts				
11. Career Education	X	X	X	X
12. Cooperative Education	X	X	X	X

NAME OF FACILITY: Capital Region Education Council ADDRESS: 121 King Philip Drive
West Hartford, CT 06117

RESPONDENT: Charles Haller, Director of
Curriculum and Staff Development

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture		X	X	
2. Distribution		X	X	
3. Health Occupations		X	X	
4. Occupational Home Ec.		X	X	
5. Office Occupations		X	X	
6. Technical		X	X	
7. Trades and Industrial		X	X	
8. Other				
9. Consumer and Homemaking		X	X	
10. Industrial Arts		X	X	
11. Career Education	X	X	X	
12. Cooperative Education		X	X	

NAME OF FACILITY: Career Center, Weaver High School ADDRESS: 415 Granby Street
Hartford, CT 06112

RESPONDENT: Elizabeth Noel, Guidance Chairperson

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education				
12. Cooperative Education	X	X	X	X

NAME OF FACILITY: Career Education Resource Center ADDRESS: Bridgeport Schools
Bridgeport, CT
(see directory for address)

RESPONDENT:
(see directory for contact person)

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X		X
2. Distribution	X	X		X
3. Health Occupations	X	X		X
4. Occupational Home Ec.	X	X		X
5. Office Occupations	X	X		X
6. Technical	X	X		X
7. Trades and Industrial	X	X		X
8. Other	X	X		X
9. Consumer and Homemaking	X	X		X
10. Industrial Arts	X	X		X
11. Career Education	X	X		X
12. Cooperative Education	X	X		X

NAME OF FACILITY: Center for Economic Education
Connecticut Joint Council on
Economic Education

ADDRESS: U-55 University of Connecticut
Storrs, CT 06268

RESPONDENT: Dr. Edward Hamblin, Director

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X			
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial	X			
8. Other	X	X	X	X
9. Consumer and Homemaking	X	X		X
10. Industrial Arts				
11. Career Education	X	X	X	X
12. Cooperative Education				

NAME OF FACILITY: Center for Instructional Media ADDRESS: University of Connecticut
P.O. Box U-1
Storrs, CT 06268

RESPONDENT:
Dr. Phillip Cleeman

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations			X	
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking			X	
10. Industrial Arts				
11. Career Education			X	
12. Cooperative Education			X	

NAME OF FACILITY: Center for Instructional Media and Technology

ADDRESS: University of Connecticut U-1 Storrs, CT 06268

RESPONDENT: Cora Hahn

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X	X	
2. Distribution				
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.				
5. Office Occupations	X	X	X	X
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking	X	X	X	X
10. Industrial Arts	X	X	X	X
11. Career Education	X	X	X	X
12. Cooperative Education				

NAME OF FACILITY: Cooperative Educational Services, Career Center

ADDRESS: 11 Allen Road
P.O. Box 2087
Norwalk, CT 06853

RESPONDENT: Joan Abeshouse, Director

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X			
2. Distribution	X			
3. Health Occupations	X			
4. Occupational Home Ec.	X			
5. Office Occupations	X			
6. Technical	X			
7. Trades and Industrial	X			
8. Other	X			
9. Consumer and Homemaking	X	X		
10. Industrial Arts	X			
11. Career Education	X	X		X
12. Cooperative Education	X			

NAME OF FACILITY: Cooperative Special Service Center ADDRESS: Carl Allgrove School
East Granby, CT 06026

RESPONDENT:
Dr. George Bondra

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other *	X	X		X
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education *	X	X		X
12. Cooperative Education				

* Special Education

NAME OF FACILITY: Cooperative Work Experience Resource Center

ADDRESS: 105 Main Street Norwalk, CT 06852

RESPONDENT: John Allgood, Advisor

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education				
12. Cooperative Education	X	X	X	X

NAME OF FACILITY: Eastern Connecticut Regional Educational Service Center

ADDRESS: Rural Route 2
North Windham, CT 06256

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RESPONDENT:
Linda Welchman, Project Director

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X	X	X
2. Distribution	X	X		X
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.	X	X		X
5. Office Occupations	X	X	X	X
6. Technical	X	X	X	X
7. Trades and Industrial	X	X	X	X
8. Other	X	X	X	X
9. Consumer and Homemaking	X	X		X
10. Industrial Arts	X	X	X	X
11. Career Education	X	X	X	X
12. Cooperative Education				

NAME OF FACILITY: Curriculum Laboratory
Elihu Burritt Library

ADDRESS: Central Connecticut State College
New Britain, CT 06050

RESPONDENT:
Donna Ostander, Director

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution	X			
3. Health Occupations	X			
4. Occupational Home Ec.				
5. Office Occupations	X	X		X
6. Technical	X			
7. Trades and Industrial	X	X		
8. Other	X	X		
9. Consumer and Homemaking	X	X		
10. Industrial Arts	X	X		
11. Career Education	X	X		
12. Cooperative Education				

NAME OF FACILITY: Ella T. Grasso Southeastern Regional Vocational Technical School Media Center

ADDRESS: 189 Fort Hill Road Groton, CT 06340

RESPONDENT: Joanne Brown

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical	X	X	X	X
7. Trades and Industrial	X	X	X	X
8. Other				
9. Consumer and Homemaking	X	X	X	X
10. Industrial Arts	X	X	X	X
11. Career Education	X	X	X	X
12. Cooperative Education	X	X	X	X

NAME OF FACILITY: H. C. Wilcox Regional Vocational Technical School Library

ADDRESS: Oregon Road
Meridan, CT 06450

RESPONDENT:

Janice Swoditch, Library Media Specialist

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X			
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations		X		X
6. Technical	X	X	X	X
7. Trades and Industrial	X	X	X	X
8. Other				
9. Consumer and Homemaking	X	X		
10. Industrial Arts				
11. Career Education	X	X		X
12. Cooperative Education				

NAME OF FACILITY: Project Learn

ADDRESS: P.O. Box 220
East Lyme, CT 06333

RESPONDENT: Francis D. Robinson

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture		X	X	X
2. Distribution		X	X	X
3. Health Occupations		X	X	X
4. Occupational Home Ec.		X	X	X
5. Office Occupations		X	X	X
6. Technical				
7. Trades and Industrial				
8. Other		X	X	X
9. Consumer and Homemaking		X	X	X
10. Industrial Arts		X	X	X
11. Career Education		X	X	X
12. Cooperative Education				

NAME OF FACILITY: Region I Cooperating Library Service Unit

ADDRESS: 267 Grand Street
Waterbury, CT 06702

RESPONDENT:
Lee Flanagan, gional Coordinator

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X		X	
2. Distribution	X		X	
3. Health Occupations	X		X	
4. Occupational Home Ec.	X		X	
5. Office Occupations	X		X	
6. Technical	X		X	
7. Trades and Industrial	X		X	
8. Other	X		X	
9. Consumer and Homemaking	X		X	
10. Industrial Arts	X		X	
11. Career Education	X		X	
12. Cooperative Education	X		X	

NAME OF FACILITY: Regional Vocational Agricultural Center Media Center ADDRESS: See appended list for specific center.

RESPONDENT: See appended list for specific contact.

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X	X	X
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education				
12. Cooperative Education				

NAME OF FACILITY: Regional Vocational Technical High Schools

ADDRESS: (see attached directory)

RESPONDENT: Media Centers (see attached directory)

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations	X	X		X
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical	X	X		X
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking	X	X		X
10. Industrial Arts	X	X		X
11. Career Education				
12. Cooperative Education				

NAME OF FACILITY: RESCUE

ADDRESS: Goshen Road
Litchfield, CT 06759

RESPONDENT: Joyce Woycik, Supervisor

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X	X	X
2. Distribution	X	X	X	X
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.	X	X	X	X
5. Office Occupations	X	X	X	X
6. Technical	X	X	X	X
7. Trades and Industrial *				
8. Other				
9. Consumer and Homemaking	X	X	X	X
10. Industrial Arts	X	X	X	X
11. Career Education	X	X	X	X
12. Cooperative Education	X	X	X	X

* Limited materials and resources

NAME OF FACILITY: Southeastern Connecticut Library Association
ADDRESS: 63 Huntington Street, New London, CT 06320

RESPONDENT: James Benn, Regional Coordinator

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial*			X	
8. Other				
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education				
12. Cooperative Education				

*Automotive RXpair

NAME OF FACILITY: Special Education Resource Center ADDRESS: 275 Windsor Street
Hartford, CT 06120

RESPONDENT: Steve Krasner

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other*				
9. Consumer and Homemaking				
10. Industrial Arts				
11. Career Education	X			
12. Cooperative Education				

* Prevocational training, life skills, and job seeking skills

NAME OF FACILITY: St. Joseph's College Curriculum Materials Center
ADDRESS: 1678 Asylum Avenue
West Hartford, CT 06117

RESPONDENT: Pope Pius XII Library
Alice Angleo, Librarian

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.	X	X		X
5. Office Occupations				
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking	X	X		X
1 Industrial Arts				
11. Career Education				
12. Cooperative Education				

NAME OF FACILITY: Teacher Resource Library (A.C.E.S.)

ADDRESS: 800 Dixwell Avenue
New Haven, CT 06511

RESPONDENT: Virginia Evitts, Librarian

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture	X	X		X
2. Distribution	X	X		
3. Health Occupations	X	X	X	X
4. Occupational Home Ec.	X	X	X	
5. Office Occupations	X	X	X	X
6. Technical	X	X	X	X
7. Trades and Industrial	X	X	X	X
8. Other				
9. Consumer and Homemaking	X	X		X
10. Industrial Arts	X	X		X
11. Career Education	X	X		X
12. Cooperative Education	X			

NAME OF FACILITY: Willimantic Library Service Center

ADDRESS: 1216 Main Street
Willimantic, CT 06226

RESPONDENT: Barbara van der Lyke, Director

Do you have materials and resources in the following curriculum areas within vocational education?
Please check the areas and the kinds of materials housed within your facility.

	Print Materials (books, periodicals, newspapers)	Visual Materials (still images such as filmstrips, slides)	Visual Materials (moving images such as films)	Auditory Formats (cassettes, tapes, records)
1. Agriculture				
2. Distribution				
3. Health Occupations				
4. Occupational Home Ec.				
5. Office Occupations	X			
6. Technical				
7. Trades and Industrial				
8. Other				
9. Consumer and Homemaking	X			
10. Industrial Arts				
11. Career Education	X			
12. Cooperative Education				